

**MINUTES OF PROSPECT HEIGHTS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING OF JULY 15, 2025**

1. CALL TO ORDER.

President Rebecca called the meeting to order at 11:00 a.m. Trustees answered present as follows: President James Rebecca, Trustee Shawn Clisham; Trustee Charles (KC) Ferguson; Trustee Bill McDonald and Trustee Joe Vertone. Present ex officio: Chief Drew Smith, Deputy Chief Tim Jones Deputy Chief Kelly Cossman and Attorney Stephen G. Daday. Also present by zoom James Howard, Government Accounting

2. SECRETARY'S REPORT

2.1 CONSIDERATION OF THE MINUTES OF THE JUNE 17, 2025, MEETING OF THE PROSPECT HEIGHTS FIRE PROTECTION DISTRICT BOARD OF TRUSTEES.

Trustee Clisham made a motion to approve the minutes of the June 17, 2025, meeting of the Prospect Heights Fire Protection District Board of Trustees. The motion was seconded by Trustee Ferguson and carried unanimously.

3. FINANCIAL REPORT DATED JUNE 30, 2025

3.1 James Howard and Deputy Chiefs Cossman and Jones presented the Financial Report for the period ending June 30, 2025, pursuant to the attached sheets. They reviewed the summary statement, the treasurer's report the summary expense report and the budget investment report. James Howard presented the Q2 report.

After a short discussion, Trustee Vertone made a motion to approve the Financial Report dated June 30, 2025, as submitted, with a second by Trustee Ferguson. The motion carried unanimously as follows:

Ayes: Rebecca, Clisham, Ferguson, Vertone, McDonald.
Nays: Zero.

3.2 PRESENTATION OF THE BILLS

Deputy Chief Cossman presented the bills for payment pursuant to the check detail report dated July 4, 2025. He reviewed and noted the bills for the purchase of the Ford Expedition; Dura Bilt Fence; Allendorfer Roofing.

After a short discussion, Trustee Clisham made a motion to pay the invoices from the reports dated July 4, 2025, with a second by Trustee Ferguson. The motion carried unanimously as follows:

Ayes: Rebecca, Clisham, Ferguson, Vertone, McDonald.
Nays: Zero.

4. CITIZENS TO BE HEARD.

None

5. OLD BUSINESS

5.1 FIRE CHIEF'S REPORT

Chief Smith reviewed his monthly report. Chief Smith discussed the call volume report and mutual aid. Chief Smith also reported regarding the analytics with respect to overlapping calls.

5.2 Discussion of Succession Plan Deferred.

6. NEW BUSINESS.

6.1 **Audit.** Will be reviewed at the next meeting.

6.2 **Review Statement of Receipts and Disbursements.** Will be reviewed at the next meeting.

6.3. Review and approval of Payment of GEMT Invoices for FY2025 Q1,2 and 3.

Chief Smith presented the GEMT invoices for FY 2025 for payment. Trustee Vertone made a motion to approve the payment in the amount of \$125,317.24 with a second by Trustee Ferguson. The motion carried unanimously as follows:

Ayes: Rebecca, Clisham, Ferguson, Vertone, McDonald.
Nays: Zero.

7. OTHER MATTERS

7.1 **President's Report:** None

7.2 **Attorney's Report:** None

8. ADJOURNMENT. Trustee Ferguson made a motion to adjourn the meeting seconded by Trustee Vertone at 11:33 pm. The motion carried unanimously.

Secretary