

**MINUTES OF PROSPECT HEIGHTS FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES MEETING OF JULY 18, 2017**

President Jon Tammen called the meeting to order at 8:00 a.m. Trustees answered present as follows: Jon Tammen, Al Kotlarz, Shawn Clisham. Absent were Trustees Sullivan and Martin Kennelly; also, present ex officio: Chief Drew Smith, Deputy Chief Tim Jones, Attorney Ben Gehrt and Attorney Stephen G. Daday.

Attorney Daday requested a closed session pursuant to 5 ILCS 120/2 (c) (2).

Motion to Convene Closed Session: Trustee Clisham made a motion to convene a closed session at 8:22 AM seconded by Trustee Kotlarz. The motion carried unanimously as follows: Ayes: Tammen, Kotlarz, Clisham. Nays: zero.

Motion to adjourn closed session and resume open session. Trustee Clisham made a motion to adjourn the closed session and resume open session seconded by Trustee Kotlarz. The motion carried unanimously as follows: Ayes: Tammen, Clisham, Kotlarz. Nays: zero

**SECRETARY'S REPORT**

**CONSIDERATION OF THE MINUTES OF THE JUNE 20, 2017 MEETING OF THE PROSPECT HEIGHTS FIRE PROTECTION DISTRICT BOARD OF TRUSTEES**

Trustee Kotlarz presented the minutes for approval. After a short discussion, Trustee Kotlarz made a motion to approve the minutes with the second by Trustee Clisham. The motion carried unanimously.

**TREASURER'S REPORT**

Trustee Clisham presented the Treasurer's report pursuant to his attached sheets. Discussion was had with respect to the status of accounts. Discussion was had regarding the cash flow spreadsheet and the inflow of tax money.

After a short discussion, Trustee Kotlarz made a motion to approve the Treasurer's report as submitted and accept the cash flow spreadsheet, with a second by Trustee Clisham. The motion carried unanimously as follows:

Ayes: Kotlarz, Tammen, Clisham.  
Nays: Zero.

**PRESENTATION OF THE BILLS**

Deputy Chief Jones presented the bills for payment pursuant to the check detail report. He noted the bills for new carpeting as well as flooring. He also noted the bill to Andres as a refund for an overpayment on insurance. Deputy Chief Jones noted the payment to the auditor as well as the phone lease. He further noted that payment to the district's investment advisers, the payment to Alexis in the amount of \$91,000 for tanker 9.

After a short discussion, Trustee Clisham made a motion to pay the bills pursuant to the check detail report with a second by Trustee Kotlarz. The motion carried unanimously as follows:

Ayes: Tammen, Kotlarz, Clisham.

Nays: Zero.

### **CITIZENS TO BE HEARD.**

None.

### **OLD BUSINESS**

#### **CHIEF'S REPORT**

The Chief reported pursuant to his attached report. He reviewed the call volume report, the Red Center charges and payments, mutual aid and ambulance billing as well as the Red Center report.

Tanker Purchase update:

Chief Smith reported on the new tanker purchase and indicated that it was still in progress.

Ambulance Remount update:

With regard to the ambulance remount the vendor reported a 90 day turnaround which that chief Smith thought was reasonable.

Trustee's Monthly Event Calendar: The Chief reported on the Status of the events on the calendar for the district.

### **NEW BUSINESS**

Approval of a hold harmless agreement for property donation. Chief Smith indicated that Attorney Daday had drafted a hold harmless agreement relative to the donation of certain district property. After a short discussion Trustee Clisham made a motion to approve a hold harmless agreement seconded by Trustee Kotlarz. The motion carried unanimously.

### **OTHER MATTERS**

**President's Report:** President Tammen indicated that he felt that a tax referendum was needed in the next year or two and requested information relative to the timing and what it would involve. Chief Smith reported on the actions relative to a referendum for a specific purpose or to increase the property tax limitation percent for the district. A decision will be made by the October meeting.

**Attorney's Report:** None.

## **ADJOURNMENT**

Trustee Kotlarz made a motion to adjourn at 9:53 AM with a second by Trustee Clisham. The motion carried unanimously.

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Richard Sullivan, Secretary