

**MINUTES OF PROSPECT HEIGHTS FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES MEETING OF APRIL 17, 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, Richard Sullivan, Trustee absent Martin Kennelly. Also present ex officio: Chief Drew Smith, Deputy Chief Tim Jones and Attorney Stephen G. Daday.

**SECRETARY'S REPORT**

**CONSIDERATION OF THE MINUTES OF THE MARCH 21, 2017 MEETING OF THE PROSPECT HEIGHTS FIRE PROTECTION DISTRICT BOARD OF TRUSTEES**

President Tammen presented the minutes for approval. After a short discussion, Trustee Kotlarz made a motion to approve the minutes with the second by Trustee Sullivan. 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.

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

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

**PRESENTATION OF THE BILLS**

Deputy Chief Jones presented the bills for payment pursuant to the check detail report. He noted the payment to KS State Bank for the phone lease; Aladtec for the scheduling program; Sawyer Falduto for the investment manager fee; WIRFS for the ladder truck repair. After a short discussion, Trustee Clisham made a motion to pay the bills pursuant to the check detail report with a second by Trustee Sullivan. The motion carried unanimously as follows:

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

**CITIZENS TO BE HEARD.**

None.

## **OLD BUSINESS**

### **CHIEF'S REPORT**

Chief Smith reported pursuant to his attached report. He reviewed the call volume report, mutual aid and ambulance billing as well as the Red Center report. He noted the maintenance and vehicle replacement issues as well as current district events. He requested direction on the level and extent of fire district participation in the 4<sup>th</sup> of July parade. The consensus of the trustees was that they would not be participating in the parade and the District would provide the same basic level of participation as in prior years.

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

### **NEW BUSINESS**

**Ordinance 2017-002 An Ordinance Amending the Ordinance Establishing the Prospect Heights Fire Protection District.** Chief Smith reported that he had suggested certain changes in the establishment ordinance and Attorney Daday had reviewed and approved. The motion carried unanimously as follows:

Ayes: Tammen, Kotlarz, Clisham, Sullivan.

Nays: Zero.

**Request for Board Action Disposal of SCBA.** Chief Smith reported that the District had purchased SCBA equipment in the last year and the old equipment was surplus. He requested authority to either get a credit or otherwise dispose of the equipment. After a short discussion Trustee Sullivan made a motion to concur with the Chief's recommendation with a second by Trustee Clisham. The motion carried unanimously.

Request for Board Action: Ambulance Replacement. Chief Smith requested authority to seek bids or proposals for the ambulance replacement project. After a short discussion Trustee Sullivan made a motion to concur with the Chief's recommendation with a second by Trustee Kotlarz. The motion carried unanimously.

### **OTHER MATTERS**

**President's Report:** President Tammen indicated that it had become clear that the District would need to seek additional revenue through a tax referendum. He indicated that the Board should be gin to consider the nature and timing of such a referendum.

**Attorney's Report:** None

Adjournment. Trustee Sullivan made a motion to adjourn at 8:59 AM with a second by Trustee Kotlarz. The motion carried unanimously.

---

Richard Sullivan, Secretary