

**MINUTES OF PROSPECT HEIGHTS FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES MEETING OF DECEMBER 19, 2017**

President Jon Tammen called the meeting to order at 8:00 a.m. Trustees answered present as follows: Jon Tammen, Dick Sullivan, Al Kotlarz, and Shawn Clisham; Martin Kennelly was absent; 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 NOVEMBER 21, 2017 MEETING OF THE PROSPECT HEIGHTS FIRE PROTECTION DISTRICT BOARD OF TRUSTEES**

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

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

**PRESENTATION OF THE BILLS**

Deputy Chief Jones presented the bills for payment pursuant to the check detail report. Deputy Chief Jones noted the bill to On a Mission for personell. He also noted the bill to Fontana Leadership, as well as the bill for the ladder truck repair. He also noted the bill for Ingen computing for network upgrades.

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, Sullivan, 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. Chief Smith reviewed the mutual aid report. He also reviewed the Red Center report and ambulance billing. He indicated that the ambulance billing would be over budget in revenue for the year.

Apparatus report: Chief Smith reported regarding the tower ladder and pursuant to his attached report.

Chief Smith reviewed the trustee's monthly event calendar.

## **NEW BUSINESS**

Truth in Taxation hearing: Trustee Clisham made a motion to convene the Truth in Taxation hearing with a second by Trustee Sullivan. The motion carried unanimously. Attorney Daday reviewed the legal requirements for passing the budget and the purpose of the Truth in Taxation hearing. There being no questions Trustee, Kotlarz motion a motion to adjourn the Truth in Taxation hearing with a second by Trustee Sullivan. The motion carried unanimously.

Review and adoption of Ordinance 2017-006 Final Budget and Appropriation Ordinance. After a short discussion Trustee Clisham made a motion to approve Ordinance Number 2017-006, the Final Budget and Appropriation Ordinance. The motion was seconded by Trustee Kotlarz. The motion carried unanimously as follows:

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

Review and adoption of Ordinance 2017-007 Tax Levy Ordinance. After a short discussion Trustee Clisham made a motion to approve Ordinance Number 2017-007, the Tax Levy Ordinance. The motion was seconded by Trustee Sullivan. The motion carried unanimously as follows:

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

## **OTHER MATTERS**

**President's Report:** President Tammen wished the Board and staff a Merry Christmas and happy holidays and congratulated them on a successful year.

**Attorney's Report:** Attorney Daday also wished the Board and staff Merry Christmas and congratulated Board and staff in a successful year. He also discussed the timing and process with regard to the referendum and indicated that the ordinance was filed with the Cook County Clerk's office.

Adjournment:

Trustee Kotlarz made a motion to adjourn the meeting at 9:08 AM the second by Trustee Clisham. The motion carried unanimously

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Richard Sullivan, Secretary