

**MINUTES OF PROSPECT HEIGHTS FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES MEETING OF APRIL 17, 2018**

President Jon Tammen called the meeting to order at 8:00 a.m. Trustees answered present as follows: Jon Tammen, Shawn Clisham, Dick Sullivan, Joanne Twomey and Al Kotlarz. Also present ex officio: Chief Drew Smith, Deputy Chief Tim Jones, and Attorney Stephen G. Daday. Thomas Sawyer, investment adviser was present.

President Tammen declared a quorum present and proceeded with business as outlined in the Agenda dated April 17, 2018.

**SECRETARY’S REPORT**

**CONSIDERATION OF THE MINUTES OF THE MARCH 20, 2018 MEETING OF THE PROSPECT HEIGHTS FIRE PROTECTION DISTRICT BOARD OF TRUSTEES**

Trustee Sullivan presented the minutes for approval. After a short discussion, Trustee Twomey made a motion to approve the minutes with the second by Trustee Kotlarz. 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, disbursements and income.

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: Tammen, Kotlarz, Clisham, Kotlarz and Twomey.  
Nays: Zero.

Thomas Sawyer presented report on the Districts investments for 2017 and the first quarter of 2018. He reported that the investment portfolio was strong and there were substantial interest income earned by the District.

**PRESENTATION OF THE BILLS**

Deputy Chief Jones presented the bills for payment pursuant to the check detail report. Deputy Chief Jones noted the bill for the ambulance re-chassis and Fontana leadership. He also noted the payment to Red Center.

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

Ayes: Tammen, Kotlarz, Clisham, Kotlarz and Twomey.  
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. He also noted the ambulance billing report.

Fleet report: Chief Smith reported the status of the Fleet repair and replacement. Discussion was held regarding the apparatus replacement schedule and the Mount Prospect fire station relocation.

Chief Smith reviewed the trustee's monthly event calendar.

#### **NEW BUSINESS**

Presentation and Adoption of Resolution 2018-R003 regarding Amendments to the Illinois Public Risk Fund Bylaws and Pooling Agreement. Attorney Daday reported that he had reviewed the changes and that they were not substantial but technical as it relates to technology updates and related items. He recommended approval of the resolution and the amendments. After a short discussion Trustee Twomey made a motion to approve and adopt Resolution 2018-R003, Amendments to the Illinois Public Risk Fund Bylaws and Pooling Agreement. The motion was seconded by Trustee Clisham and carried unanimously as follows:

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

Canvass Of March 20, 2018 Election and Referendum and Declaration of Results. Attorney Daday noted that the election was held March 20, 2018 and the referendum was successful. He reported that previously when there were paper ballots, the Board would review the ballots themselves and the reports from the various precincts. Since the ballots were now paperless, we only get a report from the County Clerk's office with the results. He reported that the results were 1254 in favor of the referendum and 841 against. Trustee Clisham made a motion to accept the canvass with a second by Trustee Sullivan. The motion carried unanimously.

#### **OTHER MATTERS**

**President's Report:** None.

**Attorney's Report:** Attorney Daday requested that the Board adjourn to closed session. Trustee Kotlarz made a motion to adjourn to closed session at 9:20 AM pursuant to 5 ILC us 120/2 (C) (21) discussion of minutes of closed meetings for purposes of approval or semiannual review. The motion was seconded by Trustee Twomey and carried unanimously as follows:

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

Adjournment:

Trustee Sullivan made a motion to adjourn the meeting at 9:26 a.m., with a second by Trustee Twomey. The motion carried unanimously

  
Richard Sullivan, Secretary