

**MINUTES OF PROSPECT HEIGHTS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING OF OCTOBER 16, 2018**

President Jon Tammen called the meeting to order at 8:00 a.m. Trustees answered present as follows: Jon Tammen, Richard Sullivan, Joanne Twomey, Shawn Clisham, Al Kotlarz. 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 SEPTEMBER 25, 2018 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, 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, Sullivan, Twomey, Clisham and Kotlarz.

Nays: Zero.

PRESENTATION OF THE BILLS

Deputy Chief Jones presented the bills for payment pursuant to the check detail reports dated October 15, 2018. Deputy Chief Jones noted the bill for printing the newsletter. He also noted the bill to Dennis Selvig for the executive coaching as well as the invoice for Mark Van Appen for the leadership seminar. He also noted the bill for Selective Insurance as well as the bill for WIRFS for the repair to the ladder truck. Trustee Twomey asked about the payment to Arlington Heights for the Fire Academy. Deputy Chief Jones indicated that it was for a class for engineers training that was held at the Arlington Heights Fire Academy.

After a short discussion, Trustee Clisham made a motion to pay the bills pursuant to the check detail report of October 15, 2018 with a second by Trustee Kotlarz. The motion carried unanimously as follows:

Ayes: Tammen, Sullivan, Twomey, Clisham and Kotlarz.

Nays: Zero.

CITIZENS TO BE HEARD.

None.

OLD BUSINESS

CHIEF'S REPORT

Chief Drew Smith reported pursuant to his attached report. Chief Smith noted the incident report for September and indicated that it continued the upward trend in the number of calls. He also noted the grant for the radios as well as the grant from the Illinois Public Risk Fund.

Chief Smith initiated the discussion of the year to date budget along with Deputy Chief Jones. He noted the increase in the amount of overtime pay. That was related to the ongoing disability of a firefighter paramedic. Discussion was had with respect to the number of hire backs as well as the overtime budget.

Chief Smith reviewed the trustee's monthly event calendar.

NEW BUSINESS

Battalion Chief Command Vehicle: Chief Smith presented a request for proposal for the purchase of a new Battalion Chief Command Vehicle. He indicated that he had received a proposal for the purchase of a Ford F 250 in the amount of \$32,000.

After a short discussion Trustee Sullivan made a motion to approve the purchase of the F 250 Battalion Chief Command Vehicle in an amount not to exceed \$32,000. The motion was seconded by Trustee Clisham and carried unanimously as follows:

Ayes: Tammen, Sullivan, Twomey, Clisham and Kotlarz.

Nays: Zero.

OTHER MATTERS


President's Report: None

Attorney's Report: Attorney Daday requested a closed session pursuant to 5 ILCS 120/2(c) (1) and 5 ILCS 120/2(c) (21).

ADJOURNMENT

Trustee Kotlarz made a motion to adjourn to closed session at 9:05 AM, with a second by Trustee Sullivan. The motion carried unanimously as follows:

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


Richard Sullivan, Secretary