

**MINUTES OF PROSPECT HEIGHTS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING OF SEPTEMBER 25, 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 AUGUST 21, 2018 MEETING OF THE PROSPECT HEIGHTS FIRE PROTECTION DISTRICT BOARD OF TRUSTEES

Trustee Sullivan presented the minutes for approval. After a short discussion, Trustee Sullivan 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 Twomey 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, 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 September 24, 2018. Deputy Chief Jones noted the bill from Fries Automotive for the repair to the lift system. He also noted the payment to the Illinois Public Risk Fund and MABAS Division III for training. He also noted the payment to Omega for a new sign controller and upgrades to the computer system controlling the sign in front of the station.

After a short discussion, Trustee Sullivan made a motion to pay the bills pursuant to the check detail reports of September 24, 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. He noted that August had a record number of calls and that the number of calls for 2018 would likely be a record as well. He also noted that ambulance billing was up and expected that the totals would be within budget.

Chief Smith reviewed the trustee's monthly event calendar.

NEW BUSINESS

None.


OTHER MATTERS

President's Report: President Tammen requested that the Chief's evaluation forms be sent out. Attorney Daday noted that there had been an email sent earlier in September but he would resend the evaluation form.

Attorney's Report: None

ADJOURNMENT

Trustee Twomey made a motion to adjourn the meeting at 8:47 a.m., with a second by Trustee Sullivan. The motion carried unanimously.


Richard Sullivan, Secretary