

**MINUTES OF PROSPECT HEIGHTS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING OF MARCH 19, 2019**

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

Trustee Clisham made a motion to convene a closed session at 8:02 AM pursuant to 120/2 (c) 1, 2, and 11. The motion was seconded by Trustee Kotlarz and carried unanimously as follows:

Ayes: Clisham, Kotlarz, Tammen.
Nays: zero

Trustee, Kotlarz made a motion to adjourn the closed session and resume open session at 8:20 AM with no final action being taken. The motion was seconded by Trustee Clisham and carried unanimously as follows:

Ayes: Clisham, Kotlarz, Tammen.
Nays: zero

SECRETARY'S REPORT

CONSIDERATION OF THE MINUTES OF THE FEBRUARY 19, 2019 MEETING OF THE PROSPECT HEIGHTS FIRE PROTECTION DISTRICT BOARD OF TRUSTEES

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

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

PRESENTATION OF THE BILLS

Deputy Chief Jones presented the bills for payment pursuant to the check detail report dated March 18, 2019. Deputy Chief Jones noted the bill for Ethical Leadership in Action; the scheduling software update; the bill from Ibbotson for HVAC repairs; Target Solutions for training software. After a short discussion, Trustee Kotlarz made a motion to pay the bills pursuant to the check detail report of March 18, 2019 with a second by Trustee Clisham. The motion carried unanimously as follows:

Ayes: Tammen, Clisham, 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 February and indicated that it continued the upward trend in the number of calls. He also noted the Red Center billing and charges as well as the ambulance billing.

Chief Smith reviewed the trustee's monthly event calendar.

Chief Smith also introduced a discussion with regard to draft financial policies for the District. No action was requested at this time however, the topic will be discussed at the next meeting.

NEW BUSINESS

None.

OTHER MATTERS

President's Report: President Tammen noted that the ethic statements are to be completed and filed with the County Clerk's office.

Attorney's Report: None

ADJOURNMENT

Trustee Kotlarz made a motion to adjourn at 8:48 AM, with a second by Trustee Clisham. The motion carried unanimously.

Shawn Clisham, Acting Secretary

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