

**MINUTES OF PROSPECT HEIGHTS FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES MEETING OF OCTOBER 15, 2019**

President Jon Tammen called the meeting to order at 8:02 a.m. Trustees answered present as follows: Jon Tammen, Shawn Clisham, Charles (KC) Ferguson, James Rebecca and Joe Vertone. 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 17, 2019 MEETING OF THE PROSPECT HEIGHTS FIRE PROTECTION DISTRICT BOARD OF TRUSTEES**

Trustee Vertone presented the minutes for approval. After a short discussion, Trustee Vertone made a motion to approve the minutes with a second by Trustee Ferguson. The motion carried unanimously.

**TREASURER'S REPORT**

Trustee Clisham presented the Treasurer's report for the month ending September 30, 2019 pursuant to the attached sheets. Discussion was had with respect to the status of accounts. Discussion was had regarding the ambulance billing, cash flow, disbursements and income.

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

Ayes: Tammen, Clisham, Vertone, Ferguson, Rebecca.  
Nays: Zero.

**PRESENTATION OF THE BILLS**

Deputy Chief Jones presented the bills for payment pursuant to the check detail reports dated October 12, 2019 and October 14, 2019. Deputy Chief Jones noted the bill for the postage for the newsletter; he also noted the payment to Illinois Public Risk fund and Health Care Service Corporation. Deputy Chief Jones also noted the bill for Creekside Printing for the printing of the newsletter and the payment to the accountants for the audit. Deputy Chief Jones also discussed the payment to the actuary for the actuarial study.

After a short discussion, Trustee Clisham made a motion to pay the bills pursuant to the check detail reports of October 12, 2019 and October 14, 2019 with a second by Trustee Vertone. The motion carried unanimously as follows:

Ayes: Tammen, Clisham, Vertone, Ferguson, Rebecca.  
Nays: Zero.

**CITIZENS TO BE HEARD.**

None.

**OLD BUSINESS**

**CHIEF'S REPORT**

Chief Drew Smith made a presentation and overview of the District for the new trustees. Chief Smith reviewed the trustee's monthly event calendar. Chief Smith also noted the call volume report as well as the Red Center report and ambulance billing. He noted the ambulance billing receipts were above average. Chief Smith also initiated the discussion of financial policies for the District which would be discussed at the next monthly meeting.

**NEW BUSINESS**

**Audit:**

Deputy Chief Jones presented the audit report for the district. Discussion was held regarding the unfunded liability of pension funds in the state. After a short discussion Trustee Vertone made a motion to approve the audit with a second by Trustee Clisham. The motion carried unanimously as follows:

Ayes: Tammen, Clisham, Vertone, Ferguson, Rebecca.

Nays: Zero.

Consideration and adoption of Resolution 2019-R006, Resolution regarding the Employment Agreement between Chief Drew Smith and the Prospect Heights Fire Protection District. After a short discussion Trustee Rebecca made a motion to approve the resolution and the employment agreement between Chief Smith and the District and authorized President Tammen to execute any documents necessary. The motion was seconded by Trustee Clisham and carried unanimously as follows:

Ayes: Tammen, Clisham, Vertone, Ferguson, Rebecca.

Nays: Zero.

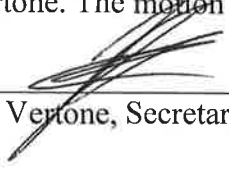
**OTHER MATTERS**

**President's Report:** President Tammen reported that Attorney Daday communicated with him and Chief Smith regarding a request for increase in the attorney's fees to \$220 per hour. After a short discussion Trustee Clisham made a motion to approve the increase, seconded by Trustee Rebecca. The motion carried unanimously.

**Attorney's Report:** None

**ADJOURNMENT**

Trustee Ferguson made a motion to adjourn the meeting at 9:24 AM with a second by Trustee Vertone. The motion carried unanimously.



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Joe Vertone, Secretary