

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

President Jon Tammen called the meeting to order at 8:00 a.m. Trustees answered present as follows: Jon Tammen, Shawn Clisham, Charles (KC) Ferguson, James Rebecca and Joe Vertone. Also present, Jim Cagney. 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 OCTOBER 15, 2019 MEETING OF THE PROSPECT HEIGHTS FIRE PROTECTION DISTRICT BOARD OF TRUSTEES**

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

**TREASURER'S REPORT**

Trustee Clisham presented the Treasurer's report for the month ending October 31, 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 November 18, 2019. Deputy Chief Jones noted the bill AEC Fire Equipment purchased by the Foreign Fire Insurance Board of the District. He also noted the bill from Metro Door and Dock, Inc. for garage spring repairs as well as the bill from Taylor Plumbing for backflow testing. Finally he noted the bill from Constellation New Energy and Constellation Gas.

After a short discussion, Trustee Vertone made a motion to pay the bills pursuant to the check detail reports of November 18, 2019 with a second by Trustee Clisham. The motion carried unanimously as follows:

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

Nays: Zero.

## **CITIZENS TO BE HEARD.**

Jim Cagney attended the meeting and made a presentation to the board articulating the history of the Board and the district over the last 20 plus years. He discussed his involvement as well as Tom O 'Donoghue's involvement with the District and the great strides that have been made during that time.

## **OLD BUSINESS**

### **CHIEF'S REPORT**

Chief Drew Smith made a presentation and overview of the District for the new trustees. Chief Smith also reviewed the draft financial policies and indicated that it would be on the agenda for the December meeting. 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.

## **NEW BUSINESS**

Adoption of the Board of Trustees 2020 Meeting Schedule. After a short discussion Trustee Clisham made a motion to approve the 2020 meeting schedule with a second by Trustee Rebecca. The motion carried unanimously.

Review of Ordinance 2019-002, the Tentative Budget and Appropriations Ordinance. Chief Smith and Attorney Daday reviewed the legal requirements regarding the budget. He indicated that notice was published appropriately pursuant to statute. After a short discussion Trustee Vertone made a motion to approve Ordinance 2019-002 as presented. The motion was seconded by Trustee Rebecca and carried unanimously as follows:

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

Chief Smith and Deputy Chief Jones presented the Pension Fund Municipal Compliance Report. Chief Smith indicated that the report was in conformity with the pension statute. Trustee Clisham made a motion to accept the compliance report with a second by trustee Vertone. The motion carried unanimously as follows:

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

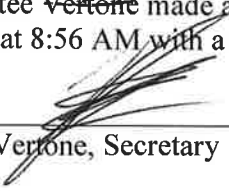
## **OTHER MATTERS**

**President's Report:** None

**Attorney's Report:** Attorney Daday requested a closed session pursuant to 5 ILCS 120/2(c) (2) (5) (11) (21)

**ADJOURNMENT**

<sup>Clisham</sup>  
Trustee ~~Vertone~~ made a motion to adjourn to closed session pursuant to 5 ILCS 120/2 (c) (2), (5), (21) at 8:56 AM with a second by Trustee Vertone. The motion carried unanimously.

  
\_\_\_\_\_  
Joe Vertone, Secretary