

**MINUTES OF PROSPECT HEIGHTS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING OF SEPTEMBER 15, 2020**

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 ex officio: Chief Drew Smith, Deputy Chief Tim Jones, and Attorney Stephen G. Daday.

SECRETARY'S REPORT

**CONSIDERATION OF THE MINUTES OF THE JULY 21, 2020 MEETING OF THE
PROSPECT HEIGHTS FIRE PROTECTION DISTRICT BOARD OF TRUSTEES**

Trustee Vertone presented the minutes for approval. After a short discussion, Trustee Rebecca 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 for the month of August, 2020 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 for August and September 2020 dated September 14, 2020. Deputy Chief Jones reviewed the highlighted items on the check detail reports with an explanation of the items. He noted the bill for NIPSTA for recruit training; he also noted the bill for Braniff Communications for the annual maintenance for the weather siren; he noted a bill for Fire-Dex GW relative to the repair of turnout equipment. After a short discussion, Trustee Clisham made a motion to pay the invoices for July and August 2020 pursuant to the check detail reports of September 14, 2020 with a second by Trustee Ferguson. 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 reviewed his monthly report. Chief Smith also noted that the District's call volume decreased significantly. He also noted that ambulance billing was tracking consistent with the budget.

The Chief also reviewed the Trustee's monthly event calendar and indicated that all of the matters on the calendar had been or will be completed. Attorney Daday noted that he had forwarded the Chief's evaluation form and a copy of the Chief's current contract to the trustees for review. He requested that the evaluation form be returned to him.

Chief Smith requested a change in the meeting date in October due to a conflict. Trustees indicated that October 19 was available so the meeting date has been changed. Chief Smith also reported that the East Side TIF District had expired and the assessed valuation increased approximately \$5 million. The District should be in a position to recover additional tax revenue from the increase in valuation for the TIF in 2021.

Chief Smith also reminded trustees of the requirement to undergo sexual harassment training. He distributed the information on the website and handed out the certification form.

NEW BUSINESS

Review of statement of receipts and disbursements for fiscal year 2019. After a short discussion, Trustee Clisham made a motion to approve the statement of receipts and disbursements for fiscal year 2019 with a second by Trustee Vertone. The motion carried unanimously as follows:

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

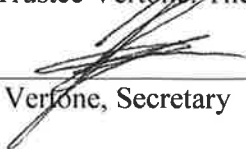
OTHER MATTERS

President's Report: None

Attorney's Report: Attorney Daday reported that he sent an email to the Village of Mount Prospect and the attorney for the Forest River Fire Protection District to follow up on prior discussions with those entities. He has not received a response.

ADJOURNMENT

Trustee Clisham made a motion to adjourn the meeting to close session at 8:47 AM with a second by Trustee Vertone. The motion carried unanimously.



Joe Vertone, Secretary