

**MINUTES OF PROSPECT HEIGHTS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING OF NOVEMBER 17, 2020**

President Jon Tammen called the meeting to order at 8:00 a.m. Trustees answered present as follows: Jon Tammen, James Rebecca and Joe Vertone. Trustees Shawn Clisham, and Charles (KC) Ferguson were absent. 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 19, 2020 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 Rebecca. The motion carried unanimously.

TREASURER'S REPORT

Deputy Chief Jones presented the Treasurer's report for the month ending October 31, 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. Deputy Chief Jones indicated that from a cash flow perspective real estate tax income is behind schedule. However ambulance billing is on track to be within budget.

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, Vertone, Rebecca.
Nays: Zero.

PRESENTATION OF THE BILLS

Deputy Chief Jones presented the bills for payment pursuant to the check detail reports for November 2020 dated November 13, 2020. Deputy Chief Jones reviewed the highlighted items on the check detail reports with an explanation of the items. He noted the bill for Fries Automotive and Tredroc Tire to replace the tower truck tires. He also noted the bill for WF Darley and the charge recoats the roof of station nine. Deputy Chief Jones also noted the bill to On-Time Embroidery for uniform replacement.

After a short discussion, Trustee Rebecca made a motion to pay the invoices for November 2020 pursuant to the check detail reports of November 13, 2020 with a second by Trustee Vertone. The motion carried unanimously as follows:

Ayes: Tammen, Vertone, 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. He also noted that ambulance billing was tracking consistent with the budget. Chief Smith also reviewed the staff plan that was initiated earlier in the month.

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.

Chief Smith reported that it appears that the district was allocated \$40,500 from the Cook County Coronavirus relief fund which he applied for. Chief Smith also noted that the Engine 39 replacement was due to be delivered in December. There is a balance of \$114,726 due upon delivery.

NEW BUSINESS

Review and accept the municipal pension fund compliance report. Chief Smith indicated that they had received compliance report and it was promulgated to the board.

Review and adopt Ordinance 2020-002, Tentative 2020 Budget and Appropriation Ordinance. Deputy Chief Jones indicated that it was a statutory requirement that the district adopt the tentative budget and promulgate it for public review and input for a period of thirty days before final action is taken. The final budget and appropriation ordinance would be adopted at the January meeting to accommodate the schedule. The board will consider and adopt the tax levy ordinance at the December meeting. After a short discussion, Trustee Vertone made a motion to approve the Resolution 2020-R003 with a second by Trustee Rebecca. The motion carried unanimously as follows:

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

Review and cast executive ballot for trustee of the Illinois Firefighters Pension Investment Fund. Due to a change in the law, the composition of the firefighter's pension fund included representatives of fire protection districts in Illinois. As a result the district has a vote for the trustees. After a short discussion Trustee Vertone made a motion to authorize President Tammen to cast the vote for representatives to the pension fund who were recommended by the Fire Protection District Association. Trustee Rebecca seconded the motion and the motion carried unanimously.

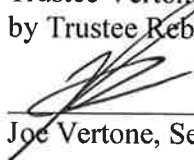
OTHER MATTERS

President's Report: Appointment of Fire Commissioners. Pursuant to the resignation of one of the fire commissioners and the expiration of the term of Commissioner Dix, President Tammen reappointed Commissioner Samuel Dix and appointed John Goode to the position to fill the term of Roderick Abernathy to expire December 31, 2022.

Attorney's Report: Attorney Daday requested a closed session pursuant to 5 ILCS 120/2(c)(1), the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body; 5 ILCS 120/2 (c)(11) litigation, when an action against, affecting or on behalf of the public body has been filed and is pending before a court or administrative tribunal or when the public body finds that an action is probable or imminent.

ADJOURNMENT

Trustee Vertone made a motion to adjourn the meeting to closed session at 8:44 AM with a second by Trustee Rebecca. The motion carried unanimously.



Joe Vertone, Secretary