

**MINUTES OF PROSPECT HEIGHTS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING OF JUNE 15, 2021**

President Jon Tammen called the meeting to order at 8:00 a.m. Trustees answered present as follows: Jon Tammen, Shawn Clisham, Joe Vertone, Trustee James Rebecca and Charles (KC) Ferguson. Tom Falduto of Sawyer Falduto. 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 MAY 18, 2021 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 May 31, 2021 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.

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

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

PRESENTATION OF THE BILLS

Deputy Chief Jones presented the bills for payment pursuant to the check detail reports for June 9, 2021. Deputy Chief Jones reviewed the highlighted items on the check detail reports with an explanation of the items. He noted the bill for training reimbursements and the MABAS dues as well as the fee for the NIPSTA Training Academy. Deputy Chief Jones also noted that he was going to upgrade the iPads for the trustees.

After a short discussion, Trustee Clisham made a motion to pay the invoices for June, 2021 pursuant to the check detail report of June 9, 2021 with a second by Trustee Vertone. The motion carried unanimously as follows:

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

Nays: Zero.

CITIZENS TO BE HEARD.

None

OLD BUSINESS

INVESTMENT REPORT

Tom Falduto attended the meeting to finalize the transfer of the investment account from First Midwest to Schwab and presented the paperwork to the trustees for execution. The District approve that transfer at the May meeting.

CHIEF'S REPORT

Chief Drew Smith reviewed his monthly report. Chief Smith noted that the District's call volume was down for the month of January but had increased in the month of February and the February call volume was historically high. He noted that the March call volume was about average as was April. Chief Smith also reported regarding the call volume and the analytics with respect to overlapping calls. He indicated that only approximately 11% of the calls overlapped in very few were in excess of two calls. He also reviewed the Red Center account. He noted the ambulance billing was slightly lower than average but still tracking with the budget. The Chief reported on apparatus maintenance pursuant to his maintenance report. He also indicated and reported regarding the foreign fire insurance and board and with respect to their purchases. Discussion was had regarding part-time personnel and the issue of residency. 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.

NEW BUSINESS

PREVAILING WAGE ORDINANCE.

Attorney Daday reported that the district adopted a Prevailing Wage Ordinance on an annual basis. He indicated that pursuant to state statute, in the event that the district hired contractors or tradesmen that the tradesmen needed to be paid based on the prevailing wage in Cook County. After a short discussion Trustee Vertone made a motion to adopt the Prevailing Wage Ordinance with a second by Trustee Ferguson. The motion carried unanimously.

AUDIT.

Deputy Chief Jones presented the audit from the accountants. He noted that there were very few exceptions in the management report. One of which was the segregation of duties. He indicated that that was not a major issue and there were no changes recommended. After a short discussion

Trustee Clisham made a motion to accept the audit with the second by Trustee Ferguson. The motion carried unanimously.

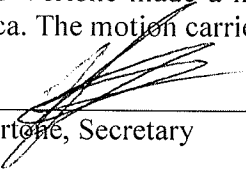
OTHER MATTERS

President's Report: None.

Attorney's Report: None

ADJOURNMENT

Trustee Vertone made a motion to adjourn the meeting at 9:03 AM with a second by Trustee Rebecca. The motion carried unanimously.



Joe Vertone, Secretary