

**MINUTES OF PROSPECT HEIGHTS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING OF DECEMBER 14, 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, and Charles (KC) Ferguson. Trustee James Rebecca was absent. Also, present ex officio: Chief Drew Smith, Deputy Chief Tim Jones, Battalion Chief Kelly Cossman and Attorney Stephen G. Daday.

SECRETARY'S REPORT

CONSIDERATION OF THE MINUTES OF THE NOVEMBER 16, 2021, 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 November 30, 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.

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 Ferguson. The motion carried unanimously as follows:

Ayes: Tammen, Clisham, Vertone, Ferguson.

Nays: Zero.

PRESENTATION OF THE BILLS

Deputy Chief Jones presented the bills for payment pursuant to the check detail report for December 8, 2021. Deputy Chief Jones reviewed the highlighted items on the check detail reports with an explanation of the items. He noted the bill for Air One for the airflow test for air packs; Corkill Ins. Co; KS State Bank for the phone station lease; Industrial/Organizational Solutions for firefighter and officer testing; and Health Care Services.

After a short discussion, Trustee Clisham made a motion to pay the invoices for the report dated December 8, 2021, with a second by Trustee Ferguson. The motion carried unanimously as follows:

Ayes: Tammen, Clisham, Vertone, Ferguson.

Nays: Zero.

CITIZENS TO BE HEARD.

None

OLD BUSINESS

CHIEF'S REPORT

Chief Drew Smith reviewed his monthly report. Chief Smith discussed the call volume report and mutual aid. Chief Smith noted that the ambulance calls were down approximately fifty calls from Algauer's and the hotel since both hotels have been closed during the pandemic. Chief Smith also reported regarding the analytics with respect to overlapping calls. He noted the ambulance billing was still tracking with the budget. The hotel tax revenue is down. He also reported that mutual aid was also tracking. Chief Smith also recognized Battalion Chief Kelly Cossman for his completion of his degree requirements. Chief Smith also noted the risk assessment and goalsetting attached as a separate report. Chief Smith also reviewed the Trustees' Monthly Event Calendar and indicated that all matters were scheduled or in process.

NEW BUSINESS

Pension Fund Municipal Compliance Report. Chief Smith noted the receipt of the Compliance Report. The statute requires that the pension board certify to the Board of Trustees the condition of the pension fund at the end of the fiscal year. After a short discussion Trustee Clisham made a motion to accept Compliance Report, seconded by Trustee Vertone. The motion carried unanimously.

Budget Hearing. Attorney Daday reported that pursuant to statute the District was required to conduct a budget hearing regarding the final budget and appropriation ordinance. Trustee Clisham made a motion to convene the budget hearing seconded by Trustee Vertone. Motion carried unanimously. Deputy Chief Jones reported that there were no changes to the Tentative budget and that the final budget was on the agenda for approval. There being no further discussion Trustee Clisham made a motion to close the budget hearing the second by Trustee Vertone. The motion carried unanimously as follows:

Ayes: Tammen, Clisham, Vertone, Ferguson.

Nays: Zero.

Ordinance 2021-005 Final Budget and Appropriations Ordinance. Attorney Daday reported that this was one of the required actions by the board to approve the final budget. He reported that notices were appropriately given and that the budget was before the board for approval. Deputy Chief Jones noted that there were no significant changes from the Tentative Budget. Trustee Vertone made a motion to approve the Final Budget and Appropriations Ordinance, Ordinance Number 2021-005. Trustee Ferguson seconded the motion. The motion carried unanimously as follows:

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

TRUTH IN TAXATION HEARING. Attorney Daday reported that pursuant to statute a Truth in Taxation Hearing was required to be conducted prior to the adoption of the tax levy ordinance. Notices were appropriately published and provided pursuant to statute. Trustee Clisham made a motion to convene the Truth in Taxation Hearing with the second by Trustee Vertone. The motion carried unanimously as follows:

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

There being no citizens present or questions or comments regarding the tax levy, Trustee Clisham made a motion to close the Truth in Taxation Hearing the second by Trustee Vertone. Motion carried unanimously as follows:

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

Ordinance 2021-006 Tax Levy Ordinance. Attorney Daday reported that the Tax Levy Ordinance was required to be adopted and filed with the County Clerk prior to the last Tuesday in December. Currently these filings are on-line and upon adoption, Deputy Chief Jones will file the required documentation. After a short discussion Trustee Clisham made a motion to approve the Tax Levy Ordinance 2020-006 as submitted the second by Trustee Vertone. The motion carried unanimously as follows:

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

Resolution 2021-R005, a Resolution Directing the County Clerk not to Reduce the Insurance, Social Security, Pension, IMRF, and Emergency Rescue Funds. Attorney Daday explained the purpose of the resolution and discussed in general the limitation of funds and the property tax limitation provisions that have been in place for several years. After a short discussion Trustee Vertone made a motion to approve Resolution 2021-R005, a Resolution Directing the County Clerk not to reduce the Insurance, Social Security, Pension, IMRF, and Emergency Rescue Funds. The motion was seconded by Trustee Clisham and carried unanimously as follows:

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

Request for Approval of the Deposit of the 2022 HSA Contributions by the District. Deputy Chief Jones noted that the District pursuant to the collective bargaining agreement is required to

deposit funds to fund the members HSA accounts. After a short discussion Trustee Clisham made a motion to approve the deposit by the District for the 2022 HSA Contributions. The motion was seconded by Trustee Ferguson and carried unanimously as follows:

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

Battalion Chief Higher Education Reimbursement. Chief Smith requested that the Board approve the reimbursement the tuition for Battalion Chief Kelly Cossman and Battalion Chief Mark Oeltgen in the amounts requested. After a short discussion, Trustee Ferguson made a motion to approve the reimbursement of educational funds to Battalion Chief Kelly Cossman the amount of \$4100 and Battalion Chief Mark Oeltgen in the amount of \$1900. The motion was seconded by Trustee Vertone carried unanimously as follows:

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

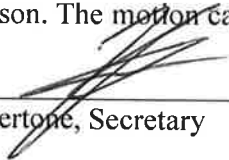
OTHER MATTERS

President's Report: Pursuant to statute, the President required to appoint the members of the Fire Commission. President Tammen reports that he is reappointing Commissioner Bob McLaughlin to an additional three-year term.

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.

ADJOURNMENT

Trustee Clisham made a motion to adjourn to closed session at 9:07 AM with a second by Trustee Ferguson. The motion carried unanimously.



Joe Vertone, Secretary