

**MINUTES OF PROSPECT HEIGHTS FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES MEETING OF JULY 20, 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. 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 JUNE 15, 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 Rebecca. The motion carried unanimously.

**TREASURER'S REPORT**

Trustee Clisham presented the Treasurer's report for the month ending June 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. Deputy Chief Jones indicated that from a cash flow perspective real estate tax income is behind schedule. Deputy Chief Jones also reported that \$690,000 was moved from First Midwest to Schwab. Deputy Chief Jones also reported on a quarterly budget and reviewed the income and expense items for that period.

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, Rebecca, Ferguson.  
Nays: Zero.

**PRESENTATION OF THE BILLS**

Deputy Chief Jones presented the bills for payment pursuant to the check detail reports for July 16, 2021. Deputy Chief Jones reviewed the highlighted items on the check detail reports with an explanation of the items. He noted the bill for the audit as well as Northwest Community Hospital, the Dropbox payment, the Prospect Heights Public Works gas bill, the payment to Red Center and the payment to Selective Insurance.

After a short discussion, Trustee Clisham made a motion to pay the invoices for July 2021 pursuant to the check detail report of July 16, 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**

**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 also reviewed the Red Center account and discussed mutual aid given and mutual aid received. He noted the ambulance billing was still tracking with the budget. The Chief also reported on apparatus maintenance pursuant to his maintenance report. Chief Smith also introduced the discussion of the proposed intergovernmental agreement relative to the public aid transportation fee. He would be bringing that agreement to the board at the August meeting. Discussion was had regarding part-time personnel and the issue of residency. Chief Smith also discussed issues relative to ISO. 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**

**OTHER MATTERS**

**President's Report:** None.

**Attorney's Report:** None

**ADJOURNMENT**

Trustee Vertone made a motion to adjourn the meeting at 912 AM with a second by Trustee Ferguson. The motion carried unanimously.

  
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Joe Vertone, Secretary