

**MINUTES OF PROSPECT HEIGHTS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING OF AUGUST 16, 2022**

President Jon Tammen called the meeting to order at 8:00 a.m. Trustees answered present as follows: Jon Tammen, Joe Vertone, Trustee James Rebecca, Charles (KC) Ferguson. Trustee Shawn Clisham was 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 JULY 19, 2022, 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 Ferguson. The motion carried unanimously.

TREASURER'S REPORT

Deputy Chief Jones presented the Treasurer's report for the month ending July 31, 2022, 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 reported that ambulance billing was higher than normal predominantly due to the new state program. Discussion was also held with respect to the status of tax payments for the second installment tax bill. Attorney Daday noted that there were some concerns that the bills would not come out until November and the payments due either in the late winter or early spring of 2023.

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, Ferguson

Nays: Zero.

PRESENTATION OF THE BILLS

Deputy Chief Jones presented the bills for payment pursuant to the check detail report for August 12, 2022. Deputy Chief Jones reviewed the highlighted items on the check detail reports with an explanation of the items. He noted the bill for Kards, Inc.; Visual Edge; First American Bank for a 2022 firefighter HSA contribution. Deputy Chief Jones noted the payment for the NIPSTA training Academy tuition.

After a short discussion, Trustee Vertone made a motion to pay the invoices for the report dated July 12, 2022, with a second by Trustee Rebecca. The motion carried unanimously as follows:

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

CITIZENS TO BE HEARD.

None

OLD BUSINESS

CHIEF' S REPORT

Chief Smith reviewed his monthly report. Chief Smith discussed the call volume report and mutual aid. Chief Smith also reported regarding the analytics with respect to overlapping calls. he noted that the call volume was up significantly in July and reported that overlapping calls consistent up 17% of the total volume of calls. He also noted mutual aid given and received and that ambulance billing revenue was significantly higher. He noted the training report and Fleet repair report. Chief Smith also reviewed the Trustees' Monthly Event Calendar and indicated that all matters were scheduled or in process.

He also discussed the possibility of a tax referendum in the future.

NEW BUSINESS.

Adoption of Hearing Date for Annexation of Rt. 12 Rental Parcels. Attorney Daday noted that the bored needed to schedule a hearing for the adoption of the annexation ordinances. He suggested the next regular meeting date of September 20, 2022, at 8:00 AM. He would send the notices pursuant to the statute. After a short discussion Trustee Vertone made a motion to set the hearing date of September 20, 2022, at 8:00 AM. The motion was seconded by Trustee Ferguson and carried unanimously as follows:

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

Presentation of Comprehensive Plan. Chief Smith distributed copies of the Comprehensive Plan that he had authored. He reviewed and summarized the items in the Comprehensive Plan relative to the Fire District. he invited the trustees to review the plan and would schedule it for further discussion at the next meeting.

OTHER MATTERS

President's Report: None

Attorney's Report: None

ADJOURNMENT. Trustee Vertone made a motion to adjourn at 9:09 AM with a second by Trustee Ferguson. The motion carried unanimously.



Joe Vertone, Secretary