

**MINUTES OF PROSPECT HEIGHTS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING OF DECEMBER 20, 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 NOVEMBER 15, 2022, MEETING OF THE PROSPECT HEIGHTS FIRE PROTECTION DISTRICT BOARD OF TRUSTEES

Trustee Vertone presented the secretary's report and the minutes of the November 15, 2022, meeting minutes. After a short discussion Trustee Rebecca made a motion to approve the minutes as submitted with a second by Trustee Vertone. The motion carried unanimously.

TREASURER'S REPORT

Deputy Chief Jones presented the Treasurer's report for the month ending November 30, 2022, pursuant to the attached sheets. Discussion was had with respect to the status of accounts and the late payment of property taxes. 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, Vertone, Rebecca, Ferguson
Nays: Zero.

PRESENTATION OF THE BILLS

Deputy Chief Jones presented the bills for payment pursuant to the check detail report for December 5, 2022. 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 flow test; Taylor Plumbing for the back flow prevention device repair; Rainbow Glass to repair a windshield and Fitness Connection for fitness equipment at station 39.

After a short discussion, Trustee Rebecca made a motion to pay the invoices for the report dated November 3, 2022, with a second by Trustee Vertone. 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 and was historically high for the period. He indicated that the district was on track for an all-time high in the number of calls for the year. He also noted mutual aid given and received and that ambulance billing revenue was significantly higher primarily due to the closure of Station 39 for a period of time during the month as well as the GEMT ambulance fees that were received by the district. 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. Chief Smith also reported the receipt of a grant from the ~~Leahy~~ Foundation in the amount of \$18,978.75 and a grant from the Illinois Public Risk Fund in the amount of \$16,718.00.

Trustee Clisham entered the meeting at 8:30 AM.

Leahy

NEW BUSINESS.

Speer Financial Services Agreement. Attorney Daday presented the Speer Financial Services Agreement for the services relating to the bond referendum and the sale of the bonds. After a short discussion Trustee Clisham made a motion to approve the agreement and direct staff to execute the agreement with the second by Trustee Vertone. The motion carried unanimously as follows:

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

Nays: Zero

Municipal Compliance Report and Actuarial Funding Report. Chief Smith presented the Municipal Compliance Report and Actuarial Funding Report which is required by statute. After a short discussion Trustee Clisham made a motion to accept the reports seconded by Trustee Rebecca. The motion carried unanimously.

Presentation And Adoption Of Ordinance 2022-005 An Ordinance Initiating The Submission Of The Question Of Whether The Prospect Heights Fire Protection District Shall Issue General Obligation Bonds In The Amount Of \$10 Million To The Voters Of The District.

Attorney Daday introduced the ordinance which is required to be adopted and filed with the Cook County Clerk in order to place the question on the April 4, 2023 election ballot. Attorney Daday described the process and indicated that the ordinance had been reviewed by bond counsel and will be filed within the next day or two. After discussion, Trustee Vertone made a motion to approve the Ordinance Number 2022-005, An Ordinance Initiating The Submission Of The Question Of Whether The Prospect Heights Fire Protection District Shall Issue General Obligation Bonds In

The Amount Of \$10 Million To The Voters Of The District. The motion was seconded by Trustee Ferguson and carried unanimously as follows:

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

Appointment of Bond Counsel. Attorney Daday noted that bond counsel would be required to issue an opinion with respect to the procedure and validity of the bond referendum and the process in order to have the bonds rated and sold. He recommended Chapman and Cutler as the bond counsel for the project.

After a short discussion Trustee Vertone made a motion to approve the request seconded by Trustee Ferguson. The motion carried unanimously as follows:

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

Budget Hearing. Trustee Rebecca made a motion to convene the budget hearing at 8:43 AM with the second by Trustee Ferguson. the motion carried unanimously. Attorney Daday noted that this was a process that was required by statute. There were no questions and no citizens were in attendance. Trustee Vertone made a motion to adjourn the budget hearing with the second by Trustee Rebecca. The motion carried unanimously at 8:44 AM

Review And Adoption Of Ordinance 2022-006, Final 2023 Budget And Appropriations Ordinance. Attorney Daday noted the process for adapting the budget and tax levy ordinance. He indicated that all notices had been made and published regarding the ordinance. Deputy Chief Jones noted that there were no significant changes from the tentative budget. After a short discussion Trustee Vertone made a motion to approve the Final Budget And Appropriation Ordinance, Ordinance Number 2022-006. The motion was seconded by Trustee Ferguson and carried unanimously as follows:

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

Truth In Taxation Hearing. Attorney Daday also described the requirements of the statute regarding conducting a Truth In Taxation hearing. Trustee Clisham made a motion to convene the Truth in Taxation hearing at 8:45 AM with a second by Trustee Rebecca. The motion carried unanimously. Once again, no citizens were in attendance. Trustee Clisham made a motion to adjourn the Truth in Taxation hearing with a second by Trustee Ferguson at 8:46 AM.

Review And Adopt Ordinance 2022-007, 2023 Tax Levy Ordinance. Pursuant to statute the district needs to adopt the tax levy ordinance to submit to the Cook County Clerk and Treasurer for the levy of taxes. Attorney Daday noted that all appropriate notices had been published and served. After a short discussion trustee Clisham made a motion to approve the 2023 Tax Levy

Ordinance number 2022-007. The motion was seconded by Trustee Vertone and carried unanimously as follows:

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

Review And Adopt Resolution 2022-R004, A Resolution Directing The County Clerk Not To Reduce The Insurance, Social Security, Pension, I MRF And Emergency Rescue Funds.

Attorney Daday noted that certain funds were capped and the above referenced funds were uncapped funds and the amount levied for those particular funds needed to be funded in full. After a short discussion Trustee Ferguson made a motion to approve Resolution 2022-R004. The motion was seconded by Trustee Vertone and carried unanimously as follows:

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

Board Approval Of 2023 HSA Contributions. Chief Smith requested that the board approve the employee HSA contributions for the district employees. After a short discussion Trustee Clisham made a motion to approve the deposit of the 2023 contributions. The motion was seconded by Trustee Rebecca and carried unanimously as follows:

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

Review And Adopt Ordinance 2022-008 An Ordinance Authorizing An Intergovernmental Agreement For Participation In The Mutual Aid Box Alarm System Agreement. Chief Smith indicated that the MABAS system periodically updates the agreement. The changes were mostly updates relative to electronic transmissions and the requirements that were necessary for interstate cooperation with various other municipalities and departments. After a short discussion Trustee Clisham made a motion to approve the agreement with the second by Trustee Vertone. The motion carried unanimously.

Facility Assessment Proposal From Williams Architects. Chief Smith presented the proposal from Williams Architects to conduct a facilities assessment for Station 9 in preparation for the bond referendum. After a short discussion Trustee Vertone made a motion to approve the agreement and proposal and authorize the chief to execute the agreement. The motion was seconded by Trustee Rebecca and carried unanimously as follows:

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

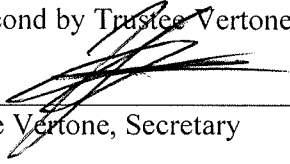
OTHER MATTERS

President's Report: President Tammen reported that he was reappointing John Goode to the Board of Fire Commissioners.

Attorney's Report: Attorney Daday requested a fee increase per his memorandum. Attorney Daday had presented a proposal for an increase in the attorney fees hourly rate from \$230 an hour to \$240 an hour. After a short discussion Trustee Rebecca made a motion to approve the request for a fee increase with a second by Trustee Ferguson. The motion carried unanimously.

Chief's Contract; Attorney Daday noted that the chief annually has his salary reviewed. Trustee Clisham made a motion too increase the chief's salary to \$182,400 and give a bonus of \$5000. The motion was seconded by Trustee Vertone and carried unanimously. Attorney Daday was directed to draft the supplement to the contract for presentation at the January board meeting.

ADJOURNMENT. Trustee Ferguson made a motion to adjourn the meeting at 8:53 AM with a second by Trustee Vertone. The motion carried unanimously.



Joe Vertone, Secretary