

Harvard Fire Protection District

502 S. Eastman Street • Harvard, Illinois 60033 • Phone: 815-943-6927



BOARD of TRUSTEES

Thomas Condon
Joe Clarke
Roger Hugg
Josh Kelnhofer
Laura Evers

MINUTES OF A REGULAR MEETING OF THE HARVARD FIRE PROTECTION DISTRICT BOARD OF TRUSTEES MCHENRY COUNTY, ILLINOIS DECEMBER 14, 2021

A regular meeting of the Harvard Fire Protection District Board of Trustees was held on Tuesday, December 14, 2021 at 7:00 p.m. in the Harvard Fire Department located at 502 S. Eastman Street, Harvard, Illinois 60033, pursuant to notice.

CALL TO ORDER: President Hugg called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE: The Board of Trustees and all other participants recited the Pledge of Allegiance and entered into a moment of silence.

ROLL CALL:

PRESENT: President Roger Hugg, Treasurer Laura Evers, Secretary Josh Kelnhofer, Trustee Tom Condon and Trustee Joe Clarke

ABSENT: None

ALSO PRESENT: Maddie Hayes, Lauterbach & Amen, LLP (L&A), Fire Chief Larry Kane, Harvard Fire Protection District

AGENDA APPROVAL: The Board reviewed the December 14, 2021 regular meeting agenda. A motion was made by Treasurer Evers and seconded by Trustee Condon to approve the agenda as prepared. Motion carried unanimously by voice vote.

PUBLIC FORUM: There was no public forum. A motion was made by Trustee Condon and seconded by Treasurer Evers to close the public forum. Motion carried unanimously by voice vote.

SECRETARY'S REPORT: *Approval of the November 9, 2021 Regular Meeting Minutes:* The Board reviewed the November 9, 2021 regular meeting minutes. A motion was made by Secretary Kelnhofer and seconded by Treasurer Evers to approve the November 9, 2021 regular meeting minutes as written. Motion carried unanimously by voice vote.

TREASURER'S REPORT: *Review/Approve – Monthly Financial Report:* The Board reviewed the Monthly Financial Report for the seven-month period ending November 30, 2021 prepared by L&A. As of November 30, 2021, the total liability and fund balance is \$3,114,908.59. The Board also reviewed the Treasurer's Report and the Statement of Revenues and Expenditures. A motion was made by Treasurer Evers and seconded by Trustee Condon to accept the Monthly Financial Report as prepared. Motion carried by roll call vote.

AYES: President Hugg, Secretary Kelnhofer, Treasurer Evers, and Trustee Condon

NAYS: None

ABSENT: None

ABSTAIN: Trustee Clarke

The Board also reviewed the October 2021 Vendor Check Report and the most current disbursement warrant for the period November 10, 2021 through December 14, 2021. Vendor payments for the period totaled \$28,230.37. Payroll totals for November 12, 2021 and November 26, 2021 are \$74,890.75. A motion was made by Treasurer Evers and seconded by Trustee Condon to approve the October 2021 Vendor Check Report and the disbursement warrant in the total amount of \$74,890.75. Motion carried by roll call vote.

AYES: President Hugg, Secretary Kelnhofer Treasurer Evers and Trustee Condon
 NAYS: None
 ABSENT: None
 ABSTAIN: Trustee Clarke

CORRESPONDENCE: President Hugg informed the Board that the Northern IL Alliance of Fire Protection Districts Conference will be held January 21st & 22nd 2022 in Oakbrook, Illinois. Trustees were reminded to inform President Hugg if they wish to attend. Updates will be provided as they become available.

FIRE CHIEF’S REPORT: The Board reviewed the December 14, 2021 Fire Chief’s Report which included updates to financials, administration, buildings and grounds, training, apparatus and equipment, station alerting and dispatching, public education and relations and emergency calls.

Week Ending	11/7/2021	11/14/2021	11/21/2021	11/28/2021	12/5/2021	Total
(11) Structure Fire	1	1	2	2		6
(30) Rescue, emergency medical call (EMS), other	1					1
(32) Emergency medical service (EMS) incident	16	25	10	9	4	64
(41) Combustible/f.. Spills & leaks			1			1
(52) Water Problem	1					1
(53) Smoke, odor problem		1				1
(55) Public service assistance	1	7	1	4		13
(61) Dispatched and canceled en route	1		1	1		3
(62) Wrong location, no emergency found					1	1
(70) False alarm and false call, other		1				1
(74) Unintentional system/detect.. Operation (no fire)		1	1			2
NULL	1	2	9	3	2	17
Total	22	38	25	19	7	111

OLD BUSINESS: *Discussion/Possible Action – Utility Pricing (Per Chief Kane):* The Board reviewed the Constellation NewEnergy, Inc. Agreement and the Santanna Energy Services Agreement provided by Chief Kane. A motion was made by Treasurer Evers and seconded by Trustee Condon to engage Constellation NewEnergy, Inc.

for three years at the rate of \$0.07542/kWh and to engage Santanna Energy Services for one year at the rate of \$0.46/therm. Motion carried by roll call vote.

AYES: President Hugg, Secretary Kelnhofer, Treasurer Evers and Trustee Condon
NAYS: Trustee Clarke
ABSENT: None

Review/Approve – Tax Levy Request: The Board reviewed the finalized Actuarial Valuation prepared by L&A and the Harvard Fire Protection District. A motion was made by Treasurer Evers and seconded by Trustee Condon to accept the Actuarial Valuation as prepared and to request a tax levy in the amount of \$1,010,479.00. Motion carried by roll call vote.

AYES: President Hugg, Secretary Kelnhofer, Treasurer Evers, Trustee Clarke and Trustee Condon
NAYS: None
ABSENT: None

NEW BUSINESS: *Consideration for Purchasing 2 Power Load Ambulance Cots, 2 Stair Chairs and Assorted Accessories to Replace Worn Equipment (Per Chief Kane):* The Board reviewed the Stryker Quote for 2 power load ambulance cots, 2 stair chairs and assorted accessories provided by Chief Kane. A motion was made by Treasurer Evers and seconded by Trustee Condon to approve the purchase of 2 power load ambulance cots, 2 stair chairs and assorted accessories to replace worn equipment in an amount not to exceed \$80,000.00. Motion carried by roll call vote.

AYES: President Hugg, Secretary Kelnhofer, Treasurer Evers, Trustee Clarke and Trustee Condon
NAYS: None
ABSENT: None

Establish 2022 Board Meeting Dates: The Board discussed establishing the meeting dates as January 11, 2022; February 8, 2022; March 8, 2022; April 12, 2022; May 10, 2022; June 14, 2022; July 12, 2022; August 9, 2022; September 13, 2022; October 11, 2022; November 8, 2022; and December 13, 2022 at 7:00 p.m. in the meeting room at the Harvard Fire Department located at 502 S. Eastman Street Harvard, Illinois 60033. A motion was made by Treasurer Evers and seconded by Trustee Condon to establish the 2022 Board meeting dates as stated. Motion carried unanimously by voice vote.

CLOSED SESSION – IF NEEDED: There was no need for closed session.

ACTION ITEMS: There were no action items.

ADJOURNMENT: A motion was made by Trustee Condon and seconded by Secretary Kelnhofer to adjourn the meeting at 7:45 p.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for Tuesday, January 11, 2022 at 7:00 p.m. in the Harvard Fire Department located at 502 S. Eastman Street, Harvard, Illinois 60033.

Board President or Secretary

Date Approved by Board

2/8/22