

Harvard Fire Protection District

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



BOARD of TRUSTEES

Josh Kelnhofer
Laura Evers
Scott Logan
Amy Crane
Paul Hildreth

MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES FEBRUARY 14, 2023

A regular meeting of the Harvard Fire Protection District Board of Trustees was held on Tuesday, February 14, 2023 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: Treasurer Evers called the meeting to order at 7:02 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 Josh Kelnhofer, Treasurer Laura Evers, Secretary Scott Logan and Trustees Amy Crane and Paul Hildreth

ABSENT: None

ALSO PRESENT: Fire Chief John Kimmel and Deputy Chief Don Carlson, Harvard Fire Protection District; Maddie Hayes (*via videoconference*), Lauterbach & Amen, LLP (L&A)

AGENDA APPROVAL: The Board reviewed the February 14, 2023 regular meeting agenda. A motion was made by Secretary Logan and seconded by Treasurer Evers to approve the agenda as prepared. Motion carried unanimously by voice vote.

PUBLIC FORUM: There was no public forum.

SECRETARY'S REPORT: *January 10, 2023 Regular Meeting:* The Board reviewed the January 10, 2023 regular meeting minutes. A motion was made by Secretary Logan and seconded by Trustee Hildreth to approve the January 10, 2023 regular meeting minutes as written. Motion carried unanimously by voice vote.

TREASURER'S REPORT: *Review/Approve – Monthly Financial Report for January 2023:* The Board reviewed the Monthly Financial Report for the nine-month period ending January 31, 2023 prepared by L&A. As of January 31, 2023, the total liability and fund balance is \$2,711,299.78. 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 Hildreth to accept the Monthly Financial Report as prepared. Motion carried by roll call vote.

AYES: President Kelnhofer, Treasurer Evers, Secretary Logan, Trustee Crane and Trustee Hildreth

NAYS: None

ABSENT: None

Review/Approve – Disbursement Warrant for January 2023: The Board reviewed the January 2023 Vendor Check Report and the most current disbursement warrant for the period January 11, 2023 through February 14, 2023. Vendor payments for the period totaled \$32,734.80. Payroll totals for January 6, 2023 and January 20, 2023 are \$45,528.36. A motion was made by Treasurer Evers and seconded by President Kelnhofer to approve the January 2023 Vendor Check Report and the disbursement warrant in the total amount of \$78,263.16. Motion carried by roll call vote.

AYES: President Kelnhofer, Treasurer Evers, Secretary Logan, Trustee Crane and Trustee Hildreth
NAYS: None
ABSENT: None

CORRESPONDENCE: The Board recognized the passing of former Board President Roger Hugg.

FIRE CHIEF’S REPORT: Chief Kimmel apprised the Board regarding updates to financials, administration, buildings and grounds, training, apparatus and equipment, station alerting and dispatching, public education and relations and emergency calls.

OLD BUSINESS: *Review/Approve – Referendum Ordinance to Increase Tax Levy Request:* The Board noted the referendum ordinance to increase the tax levy request will be signed and filed.

NEW BUSINESS: *Discussion/Possible Action – Full Time Chief Position (Per Trustee Hildreth):* The Board discussed the status of employing a full time Chief. Updates will be provided as they become available.

CLOSED SESSION – IF NEEDED: A motion was made by Secretary Logan and seconded by Trustee Hildreth to enter into closed session at 7:22 p.m. under 5 ILCS 12012(c)(l). Motion carried unanimously by voice vote.

A motion was made by Trustee Evers and seconded by Trustee Kelnhofer to reconvene the regular meeting at 8:03 p.m. Motion carried unanimously by voice vote.

NEW BUSINESS (CONTINUED): *Establish 2023 Board Meeting Dates:* The Board discussed establishing the meeting dates as January 10, 2023; February 14, 2023; March 14, 2023; April 11, 2023; May 9, 2023; June 13, 2023; July 11, 2023; August 8, 2023; September 12, 2023; October 10, 2023; November 14, 2023; and December 12, 2023 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 Secretary Logan and seconded by Treasurer Evers to establish the 2023 Board meeting dates as stated. Motion carried unanimously by voice vote.

ACTION ITEMS: There were no action items to discuss.

ADJOURNMENT: A motion was made by President Kelnhofer and seconded by Secretary Logan to adjourn the meeting at 8:04 a.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for Tuesday, March 14, 2023 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