

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 AUGUST 10, 2021

A regular meeting of the Harvard Fire Protection District Board of Trustees was held on Tuesday, August 10, 2021 at 7:00 p.m. at 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 7:00 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 and Secretary Josh Kelnhofer

ABSENT: Trustees Tom Condon and Joe Clarke

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

AGENDA APPROVAL: The Board reviewed the August 10, 2021 regular meeting agenda. A motion was made by Treasurer Evers and seconded by Secretary Kelnhofer to approve the agenda as prepared. Motion carried unanimously by voice vote.

PUBLIC FORUM: There was no public comment. A motion was made by Secretary Kelnhofer and seconded by Treasurer Evers to close public comment. Motion carried unanimously by voice vote.

SECRETARY'S REPORT: *Approval of the July 13, 2021 Regular Meeting Minutes:* The Board reviewed the July 13, 2021 regular meeting minutes. A motion was made by Secretary Kelnhofer and seconded by President Hugg to approve the July 13, 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 three-month period ending July 31, 2021 prepared by L&A. As of July 31, 2021, the total liability and fund balance is \$3,181,872.21. 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 President Hugg to accept the Monthly Financial Report as prepared. Motion carried by roll call vote.

AYES: President Hugg, Treasurer Evers and Secretary Kelnhofer

NAYS: None
 ABSENT: Trustees Condon and Clarke

The Board also reviewed the July 2021 Vendor Check Report and the most current disbursement warrant for the period July 17, 2021 through August 10, 2021. Vendor payments for the period totaled \$48,689.34. Payroll totals for July 9, 2021 and July 23, 2021 are \$41,774.96. A motion was made by Treasurer Evers and seconded by President Hugg to approve the July 2021 Vendor Check Report and the disbursement warrant in the total amount of \$90,464.30. Motion carried by roll call vote.

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

CORRESPONDENCE: There was no correspondence to report.

FIRE CHIEF’S REPORT: The Board reviewed the August 10, 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.

July 2021 Call Breakdown

Week Ending	7/4/2021	7/11/2021	7/18/2021	7/25/2021	8/1/2021	Total
(10) Fire, Other				1	1	2
(11) Structure Fire		2			1	3
(14) Natural Vegetation Fire	1					1
(30) Rescue, Emergency Medical Call (EMS), Other		1		2		3
(32) Emergency Medical Service (EMS) Incident	8	16	24	11	15	74
(41) Combustible/flammable Spills & Leaks			1			1
(44) Electrical Wiring/Equipment Problem		1	2	2		5
(51) Person in Distress		1				1
(53) Smoke, Odor Problem					1	1
(55) Public Service Assistance		1	2	4	1	8
(61) Dispatched and Canceled en Route	2	1	1		1	5
(71) Malicious, Mischievous False Alarm		1				1
(73) System or Detector Malfunction				1	2	3
(74) Unintentional System/Detector Operation (no fire)	1		1		2	4
Total	12	24	31	22	24	112

OLD BUSINESS: *Semi-Annual Review of Closed Session Meeting Minutes:* The Board discussed the semi-annual review of closed session meeting minutes. A motion was made by Treasurer Evers and seconded by President Hugg to table the semi-annual review of closed session meeting minutes. Motion carried unanimously by voice vote.

NEW BUSINESS: There was no new business to discuss.

CLOSED SESSION – IF NEEDED: A motion was made by Secretary Klenhofer and seconded by Treasurer Evers to enter into closed session at 7:21 p.m. under 5 ILCS 120/2 (c)(1) of the Open Meetings Act. Motion carried by roll call vote.

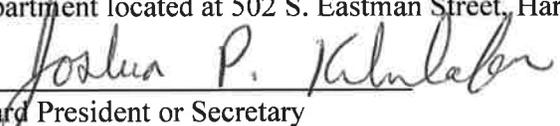
AYES: President Hugg, Treasurer Evers and Secretary Kelnhofer
NAYS: None
ABSENT: Trustees Condon and Clarke

A motion was made by Treasurer Evers and seconded by Secretary Kelnhofer to reconvene the regular meeting at 7:47 p.m. Motion carried unanimously by voice vote.

ACTION ITEMS: There were no action items presented.

ADJOURNMENT: A motion was made by Treasurer Evers and seconded by Secretary Kelnhofer to adjourn the meeting at 7:49 p.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for Tuesday, September 14, 2021 at 7:00 p.m. in the Harvard Fire Department located at 502 S. Eastman Street, Harvard, Illinois 60033.



Board President or Secretary

9/14/21

Date Approved by Board