

Harvard Fire Protection District

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



BOARD of TRUSTEES

Roger Hugg
Laura Evers
Josh Kelnhofer
Joe Clarke
Thomas Condon

MINUTES OF A REGULAR MEETING OF THE HARVARD FIRE PROTECTION DISTRICT BOARD OF TRUSTEES MCHENRY COUNTY, ILLINOIS JANUARY 14, 2020

A regular meeting of the Harvard Fire Protection District Board of Trustees was held on Tuesday, January 14, 2020 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: President Hugg called the meeting to order at 7:01 p.m.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE: The Board of Trustees and all Members of the Public stood and recited the Pledge of Allegiance and entered into a moment of silence for veteran Firefighter Phil Jacobs.

ROLL CALL:

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

ABSENT: None

ALSO PRESENT: (Acting) Fire Chief Bryan Pierce, Deputy Fire Chief Don Davidson, Lieutenants Nicole Pierce and Michael Veronese, Harvard Fire Protection District; Kelley Murray, Lauterbach & Amen, LLP (L&A); Mark Weber and Monica Castillo-Van Meter, Home State Bank

AGENDA APPROVAL: The Board reviewed the January 14, 2020 regular meeting agenda. A motion was made by Trustee Condon and seconded by Secretary Kelnhofer to approve the January 14, 2020 regular meeting agenda as prepared. Motion carried unanimously by voice vote.

PUBLIC FORUM: There was no public comment.

A motion was made by Trustee Condon and seconded by Secretary Kelnhofer to close the public forum. Motion carried unanimously by voice vote.

SECRETARY'S REPORT: *Approval of the December 10, 2019 Regular Meeting Minutes:* The Board reviewed the December 10, 2019 regular meeting minutes. A motion was made by Secretary Kelnhofer and seconded by Treasurer Evers to approve the December 10, 2019 regular meeting minutes as written. Motion carried by voice vote with Trustee Clarke abstaining due to his absence.

TREASURER’S REPORT: *Review/Approval – Reallocate Maturing CD from Harvard State Bank to Home State Bank:* Treasurer Evers presented the Board with the banking recommendations provided by Lauterbach & Amen, LLP. The Board requested L&A provide clarification on the ability to consolidate accounts as recommended while earmarking dollar amounts for specific purposes. A motion was made by Trustee Condon and seconded by Trustee Clarke to table this matter for further discussion at the next regular meeting. Motion carried unanimously by voice vote.

The Board discussed transferring the maturing CD to the Trust account held at Home State Bank. A motion was made by Treasurer Evers and seconded by Trustee Clarke to close the maturing CD and transfer all assets to the Trust account at Home State Bank. Motion carried by roll call vote.

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

ACCOUNTS PAYABLE: Treasurer Evers reviewed the check register provided by L&A dated January 14, 2020 in the amount of \$22,885.69 and an additional invoice for Ace Hardware in the amount of \$385.92. A motion was made by Treasurer Evers and seconded by Trustee Clarke to approve payment of the check register and the additional invoice for a total of \$23,271.61. Motion carried by roll call vote.

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

CORRESPONDANCE: There was no correspondence presented for review.

FIRE CHIEF’S REPORT: The Board was provided with a total call breakdown for 2019.

<u># of Calls</u>	<u>Description</u>
924	EMS Call, Excluding Vehicle Accident with Injury
89	Assist Invalid
80	Dispatched and Cancelled in Route
53	Motor Vehicle Accident with Injuries
51	Cover Assignment, Standby, Moveup
30	Motor Vehicle Accident with No Injuries
24	Power Line Down
22	No Incident Found on Arrival at Dispatch Address
13	Building Fire
12	False Alarm or False Call, Other
9	Good Intent Call, Other
9	Alarm System Activation, No Fire – Unintentional
8	Lock Out
8	CO Detector Activation Due to Malfunction
7	HazMat Release Investigation with No HazMat
6	Gas Leak (Natural Gas or LPG)
6	Authorized Controlled Burning
6	Alarm System Sounded due to Malfunction

5	Passenger Vehicle Fire
5	Brush or Brush and Grass Mixture Fire
5	Assist Police or Other Governmental Agency
5	Smoke Detector Activation due to Malfunction
5	Unintentional Transmission of alarm, Other
4	Fire, Other
4	Gasoline or other Flammable Liquid Spill
4	Carbon Monoxide Detector Activation, No Co
3	Off-Road Vehicle or Heavy Equipment Fire
3	Outside Rubbish, Trash or Waste Fire
3	Cultivated Vegetation Fire, Crop Fire, Other
3	Smoke Scare, Odor of Smoke
2	Cooking Fire, Confined to Container
2	Natural Vegetation Fire, Other
2	Emergency Medical Service, Other
2	Motor Vehicle/Pedestrian Accident (MV Ped)
2	Chemical Spill or Leak
2	Water or Steam Leak
2	Smoke or Odor Removal
2	EMS Call, Party Transported by Non-Fire Emergency
2	Detector Activation, No Fire – Unintentional
1	Fires in Structures Other than in a Building
1	Trash or Rubbish Fire, Contained
1	Mobile Property (Vehicle) Fire, Other
1	Forest, Woods or Wildland Fire
1	Grass Fire
1	Outside Rubbish Fire, Other
1	Special Outside Fire, Other
1	Cultivated Trees or Nursery Stock Fire
1	Search for a Person on Land
1	Hazardous Condition, Other
1	Oil or Other Combustible Liquid Spill
1	Overheated Motor
1	Person in Distress, Other
1	Public Service Assistance, Other
1	Police Matter
1	EMS Call, Party Transported by Non-Fire Emergency
1	Steam, Other Gas Mistaken for Smoke, Other
1	Malicious, Mischievous False Call, Other
1	Sprinkler Activation due to Malfunction

(Acting) Chief Pierce apprised the Board that the entire Department did an outstanding job preparing for Firefighter Phil Jacobs' funeral and expressed his gratitude for the neighboring towns for covering the Harvard area while the department attended the wake and funeral services.

(Acting) Chief Pierce also apprised the Board on current maintenance being conducted on equipment.

Deputy Chief Davidson submitted pricing for T1 line options to the Board for review. The Board noted this item will be placed on the next agenda for review and approval.

OLD BUSINESS: There was no old business to discuss.

NEW BUSINESS: *Home State Bank Trust Presentation:* Mr. Weber and Mrs. Castillo-Van Meter reviewed the current portfolio with the Board and discussed more aggressive investment options for consideration.

CLOSED SESSION PURSUANT TO ILLINOIS COMPILED STATUTES, GENERAL PROVISIONS, OPEN MEETINGS ACT 5 ILCS 120 2(C)(3): A motion was made by Trustee Condon and seconded by Treasurer Evers to enter into closed session at 7:40 p.m. under 5 ILCS 120/2 (c)(1) or (3) of the Open Meetings Act. Motion carried by roll call vote.

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

A motion was made by Trustee Condon and seconded by Trustee Clarke to reconvene the regular meeting at 8:55 p.m. Motion carried by roll call vote.

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

ACTION ITEMS: There were no action items.

ADJOURNMENT: At 8:56 p.m. a motion was made by Trustee Clarke and seconded by Trustee Kelnhofer to recess the current meeting until Tuesday, January 21, 2020 at 7:00 p.m. for the purpose to enter into closed session under 5 ILCS 120/2 (c)(1) of the Open Meetings Act and to also consider the purchase of the new T1 Line and internet based communications equipment.

The next regular meeting is scheduled for Tuesday, February 11, 2020 at 7:00 p.m. at the Harvard Fire Department located at 502 S. Eastman Street, Harvard Illinois, 60033.

Board President or Secretary

Date Approved by Board

Minutes prepared by Robina Amato, Professional Services Administration, Lauterbach & Amen, LLP