

# 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 DECEMBER 13, 2022

A regular meeting of the Harvard Fire Protection District Board of Trustees was held on Tuesday, December 13, 2022 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 Kelnhofer called the meeting to order at 7:09 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, Harvard Fire Protection District; Maddie Hayes, Lauterbach & Amen, LLP (L&A)

**AGENDA APPROVAL:** The Board reviewed the December 13, 2022 regular meeting agenda. A motion was made by Secretary Logan and seconded by Trustee Hildreth to approve the agenda as prepared. Motion carried unanimously by voice vote.

**PUBLIC FORUM:** There was no public forum.

**SECRETARY'S REPORT:** *November 8, 2022 Regular Meeting:* The Board reviewed the November 8, 2022 regular meeting minutes. A motion was made by Secretary Logan and seconded by President Kelnhofer to approve the November 8, 2022 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, 2022 prepared by L&A. A motion was made by Treasurer Evers and seconded by Secretary Logan to table the Monthly Financial Report pending changes from L&A. Motion carried by voice.

*Review/Approve – Disbursement Warrant for November 2022:* The Board reviewed the November 2022 Vendor Check Report and the most current disbursement warrant for the period November 9, 2022 through December 13, 2022. Vendor payments for the period totaled \$83,900.85. Payroll totals for November 10, 2022, and November 25, 2022 are \$60,191.88. A motion was made by Treasurer Evers and seconded by Secretary Logan to approve the November 2022 Vendor Check Report and the disbursement warrant in the total amount of \$144,092.73. Motion carried by roll call vote.

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

**CORRESPONDENCE:** There was no correspondence.

**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:** *Discussion/Possible Action – Tri-County Door Quote (Per Chief Kimmel):* The Board discussed the Tri-County Door Quote. A motion by Secretary Logan and second by Trustee Hildreth to table the item until the next regular meeting. Motion carried unanimously by voice vote.

*Review/Approve – Tax Levy (Per Treasurer Evers):* The Board discussed the previously requested Tax Levy for 2023 in the amount of \$1,060,000.00. A motion was made by Secretary Logan and seconded by Trustee Hildreth to authorize certification of the tax levy request. Motion carried by roll call vote.

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

The Board discussed approving a Tax Levy Ordinance reflecting the requested amount of \$1,066,649.83. A motion by Treasurer Evers second by Trustee Crane to approve the Tax Levy Ordinance. Motion carried by roll call vote.

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

**NEW BUSINESS:** *Review/Approve – Gas Price Proposal (Per Deputy Chief Carlson):* A motion was made by Secretary Logan and seconded by President Kelnhofer to allow Chief Kimmel to negotiate gas prices in an amount not to exceed \$0.63 a Therm for a term not to exceed 3 years. Motion carried by roll call vote.

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

*Review/Approve – Employee Health Insurance (Per Deputy Chief Carlson):* Chief Kimmel apprised the Board regarding insurance premiums. A motion was made by Treasurer Evers and seconded by President Kelnhofer to continue the district cost of 16% of the premium at the rate of \$484.63 per month. Motion carried unanimously by voice vote.

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

**ACTION ITEMS:** There were no action items to discuss.

**ADJOURNMENT:** A motion was made by Secretary Logan and seconded by President Kelnhofer to adjourn the meeting at 7:47 p.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for Tuesday, January 10, 2023 at 7:00 p.m. in the Harvard Fire Department located at 502 S. Eastman Street, Harvard, Illinois 60033.

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Board President or Secretary

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Date Approved by Board

*Minutes prepared by Maddie Hayes, Professional Services Administration, Lauterbach & Amen, LLP*

Send invoices to laura and copy don Carlson.