

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 JANUARY 10, 2023

A regular meeting of the Harvard Fire Protection District Board of Trustees was held on Tuesday, January 10, 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 7:00 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: Treasurer Laura Evers, Secretary Scott Logan and Trustee Paul Hildreth
ABSENT: President Josh Kelnhofer and Trustee Amy Crane
ALSO PRESENT: Fire Chief John Kimmel, Harvard Fire Protection District; Maddie Hayes, Lauterbach & Amen, LLP (L&A)

AGENDA APPROVAL: The Board reviewed the January 10, 2023 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: *December 13, 2022 Truth in Taxation Hearing:* The Board reviewed the December 13, 2022 Truth in Taxation Hearing minutes. A motion was made by Secretary Logan and seconded by Trustee Hildreth to approve the December 13, 2022 Truth in Taxation Hearing minutes as written. Motion carried unanimously by voice vote.

December 13, 2022 Regular Meeting: The Board reviewed the December 13, 2022 regular meeting minutes. A motion was made by Secretary Logan and seconded by Trustee Hildreth to approve the December 13, 2022 regular meeting minutes as written. Motion carried unanimously by voice vote.

TREASURER'S REPORT: *Review/Approve – Monthly Financial Reports for November and December:* The Board reviewed the Monthly Financial Report for the seven-month period ending November 30, 2022 and the eight-month period ending December 31, 2022 prepared by L&A. As of December 31, 2022, the total liability and fund balance is \$2,850,339.79. 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: Treasurer Evers, Secretary Logan and Trustee Hildreth

NAYS: None

ABSENT: President Kelnhofer and Trustee Crane

Review/Approve – Disbursement Warrant for December 2022: The Board reviewed the December 2022 Vendor Check Report and the most current disbursement warrant for the period December 14, 2022 through January 10, 2023. Vendor payments for the period totaled \$159,293.42. Payroll totals for December 9, 2022, December 15, 2023 and December 23, 2023 are \$38,569.32. A motion was made by Treasurer Evers and seconded by Trustee Hildreth to approve the December 2022 Vendor Check Report and the disbursement warrant in the total amount of \$197,862.74. Motion carried by roll call vote.

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

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.

NEW BUSINESS: *Review/Approve – Intergovernmental Agreement for Natural Gas (Per Chief Kimmel):* The Board discussed the Intergovernmental Agreement for Natural Gas with Nicor. A motion was made by Secretary Logan and seconded by **Treasurer** Hildreth to authorize Chief Kimmel to enter into the Intergovernmental Utilities Purchasing Cooperative Agreement pending attorney approval. Motion carried by roll call vote.

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

OLD BUSINESS: *Discussion/Possible Action – Tri-County Door Quote (Per Chief Kimmel):* The Board discussed the Tri-County Door Quote. A motion was made by Trustee Hildreth and seconded by Secretary Logan to approve the Tri-County Door Quote in an amount not to exceed \$5,240.00. Motion carried by roll call vote.

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

NEW BUSINESS (CONTINUED): *Review/Approve – Referendum Ordinance to Increase Tax Levy Request:* The Board discussed tabling agenda item 11b. until the next regular meeting. A motion was made by Secretary Logan and seconded by Trustee Hildreth to table agenda item 11b. 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 Treasurer Evers to adjourn the meeting at 7:20 p.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

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