

Harvard Fire Protection District

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



BOARD of TRUSTEES

Scott Logan
Laura Evers
Amy Crane
Josh Kelnhofer
Paul Hildreth

MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES FEBRUARY 11, 2025

A regular meeting of the Harvard Fire Protection District Board of Trustees was held on Tuesday, February 11, 2025 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 Logan called the meeting to order at 7:04 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 Scott Logan, Treasurer Laura Evers, Secretary Amy Crane and Trustee Paul Hildreth

ABSENT: Trustee Josh Kelnhofer

ALSO PRESENT: Fire Chief John Kimmel, Harvard Fire Protection District; Attorney Joseph Ponitz, Franks, Gerkin, Ponitz & Greeley; Maddie Hayes (*via teleconference*), Lauterbach & Amen, LLP (L&A)

PUBLIC FORUM: There was no public forum.

SECRETARY'S REPORT – APPROVAL OF MINUTES: *January 14, 2025 Regular Meeting:* The Board reviewed the January 14, 2025 regular meeting minutes. A motion was made by Treasurer Evers and seconded by President Logan to approve the January 14, 2025 regular meeting minutes as written. Motion carried unanimously by voice vote.

TREASURER'S REPORT: *Review/Approve – Monthly Financial Reports for January 2025:* The Board reviewed the Monthly Financial Reports for the nine-month period ending January 31, 2025 prepared by L&A. As of January 31, 2025, the total liability and fund balance was \$3,761,162.38. 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 Logan to accept the Monthly Financial Report as prepared. Motion carried by roll call vote.

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

NAYS: None

ABSENT: Trustee Kelnhofer

Review/Approve – Disbursement Warrant for January 2025: The Board reviewed the January 2025 Vendor Check Report and the most current disbursement warrant for January 15, 2025 through February 11, 2025. Vendor payments for the period totaled \$45,478.80. Payroll totals for January 17, 2025 and January 31, 2025 were \$60,046.11. A motion was made by Treasurer Evers and seconded by President Logan to approve the November 2024 Vendor Check Report and the disbursement warrant in the total amount of \$105,524.91. Motion carried by roll call vote.

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

NEW BUSINESS: *Discussion/Possible Action – Long Term Planning:* The Board discussed scheduling a special meeting to discuss long term planning for the Harvard Fire Protection District. Further discussion will be held at the special meeting scheduled for March 11, 2025 at 6:00 p.m. in the Harvard Fire Department located at 502 S. Eastman Street, Harvard, Illinois 60033.

Discussion/Possible Action – Northwest Rescue Agreement and Discussion/Possible Action – Ambulance and Paramedic Service Proposals: The Board discussed the current agreement with Northwest Rescue and the hiring of one full-time firefighter/paramedic. A motion was made by President Logan and seconded by Treasurer Evers to authorize the hiring of one full-time firefighter paramedic. Motion carried by roll call vote.

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

Review/Approve – Hartwig Quote: The Board reviewed the quote provided by Hartwig Mechanical, LLC for installation of the new HVAC system and furnace replacement. A motion was made by President Logan and seconded by Secretary Crane to approve the quote in the amount of \$11,425. Motion carried by roll call vote.

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

OLD BUSINESS: *Discussion/Possible Action – Historic Auto Agreement:* The Board discussed the agreement between the Harvard Fire Protection District and Historic Auto prepared by Attorney Ponitz and noted no contact has been made with Historic Auto. Updates will be provided as they become available.

Discussion/Possible Action – Record Retention Policy: The Board noted the final copies of the record retention policies have been completed. Further discussion will be held at the next regular meeting.

Status Update – Kitchen Remodel: Chief Kimmel informed the Board of the status of the kitchen remodel. Further discussion will be held at the next regular meeting.

CORRESPONDENCE: There was no correspondence to discuss.

FIRE CHIEF'S REPORT: Fire 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.

ATTORNEY’S REPORT – FRANKS, GERKIN, PONITZ & GREELEY: Attorney Ponitz discussed recent court cases and decisions, as well as general matters with the Board. All questions were answered by Attorney Ponitz.

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

ACTION ITEMS: There were no action items to discuss.

ADJOURNMENT: A motion was made by President Logan and seconded by Treasurer Evers to adjourn the meeting at 7:41 p.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for Tuesday, March 11, 2025 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