

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 JULY 8, 2025

A regular meeting of the Harvard Fire Protection District Board of Trustees was held on Tuesday, July 8, 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 7:02 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, Secretary Paul Hildreth, Treasurer Laura Evers and Trustee Josh Kelnhofer

ABSENT: Trustee Amy Crane

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

PUBLIC FORUM: There was no public forum.

SECRETARY'S REPORT – APPROVAL OF MINUTES: *June 10, 2025 Regular Meeting:* The Board reviewed the June 10, 2025 regular meeting minutes. A motion was made by Trustee Kelnhofer and seconded by Treasurer Evers to approve the June 10, 2025 regular meeting minutes as written. Motion carried unanimously by voice vote.

TREASURER'S REPORT: *Review/Approve – Monthly Financial Reports for June 2025:* The Board reviewed the Monthly Financial Reports for the one-month period ending June 30, 2025 prepared by L&A. As of June 30, 2025, the total liability and fund balance was \$4,205,304.37. 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 Hildreth and Trustee Kelnhofer

NAYS: None

ABSENT: Trustee Crane

Review/Approve – Disbursement Warrant for June 2025: The Board reviewed the June 2025 Vendor Check Report and the most current disbursement warrant for June 11, 2025 through June 30, 2025. Vendor payments for the period totaled \$29,733.35. Payroll totals for June 6, 2025 and June 20, 2025 were \$42,850.08. A motion was made by Treasurer Evers and seconded by Secretary Hildreth to approve the June 2025 Vendor Check Report and the disbursement warrant in the total amount of \$72,583.43. Motion carried by roll call vote.

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

NAYS: None

ABSENT: Trustee Crane

OLD BUSINESS: *Discussion/Possible Action – City of Harvard Collaboration Plan:* Fire Chief Kimmel discussed the inspections being conducted in the City of Harvard businesses. No further action is needed.

Review/Approve – Plan Review Billing Ordinance: This item has been tabled to the next regular meeting.

Review/Approve – 2025-2026 Budget and Ordinance: The Board reviewed the tentative 2025-2026 Budget. A motion was made by Treasurer Evers and seconded by Trustee Kelnhofer to approve Ordinance 2025-01 as amended to reflect the cash on hand as of May 1, 2025 and the updated Board Officer Elections. Motion carried by roll call vote.

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

NAYS: None

ABSENT: Trustee Crane

NEW BUSINESS: There was no old business 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.

Status Update – Remodel: Chief Kimmel informed the Board of the status of the fire department remodel and discussed next steps. Further discussion will be held at the next regular meeting.

Discussion/Possible Action – Patio Bids: Chief Kimmel presented patio bids to the Board. A motion was made by Treasurer Evers and seconded by Trustee Hildreth to approve purchase of the patio concrete in an amount not to exceed \$5,000. Motion carried by roll call vote.

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

NAYS: None

ABSENT: Trustee Crane

CORRESPONDENCE: There was no correspondence to discuss.

ATTORNEY'S REPORT – FRANKS, GERKIN, PONITZ & GREELEY: Attorney Ponitz discussed general matters with the Board. All questions were answered by Attorney Ponitz.

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

ADJOURNMENT: A motion was made by Treasurer Evers and seconded by Trustee Kelnhofer to adjourn the meeting at 7:20 p.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for Tuesday, August 12, 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