

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 AUGUST 12, 2025

A regular meeting of the Harvard Fire Protection District Board of Trustees was held on Tuesday, August 12, 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 7:01 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 Amy Crane

ABSENT: Trustee Josh Kelnhofer

ALSO PRESENT: Fire Chief John Kimmel, Harvard Fire Protection District; Maddie Hayes, Lauterbach & Amen (L&A)

PUBLIC FORUM: There was no public forum.

SECRETARY'S REPORT – APPROVAL OF MINUTES: *July 8, 2025 Regular Meeting:* The Board reviewed the July 8, 2025 regular meeting minutes. A motion was made by Secretary Hildreth and seconded by President Logan to approve the July 8, 2025 regular meeting minutes as written. Motion carried unanimously by voice vote.

TREASURER'S REPORT: *Review/Approve – Monthly Financial Reports for July 2025:* The Board reviewed the Monthly Financial Reports for the three-month period ending July 31, 2025 prepared by L&A. As of July 31, 2025, the total liability and fund balance was \$4,206,315.22. 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 Secretary Hildreth to accept the Monthly Financial Report as prepared. Motion carried by roll call vote.

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

NAYS: None

ABSENT: Trustee Kelnhofer

Review/Approve – Disbursement Warrant for July 2025: The Board reviewed the July 2025 Vendor Check Report and the most current disbursement warrant for July 9, 2025 through August 12, 2025. Vendor payments for the period totaled \$51,115.84. Payroll totals for July 3, 2025 and July 18, 2025 were \$44,282.17. A motion was made by Treasurer Evers and seconded by Trustee Crane to approve the July 2025 Vendor Check Report and the disbursement warrant in the total amount of \$95,398.01. Motion carried by roll call vote.

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

NAYS: None

ABSENT: Trustee Kelnhofer

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

NEW BUSINESS: *Discussion/Possible Action – Sikich LLP Engagement Letter:* The Board reviewed the Sikich LLP three-year engagement letter for audit services. A motion was made by Treasurer Evers and seconded by Trustee Crane to engage Sikich LLP in the annual amounts as follows: \$12,750 for the year ended 2025; \$14,800 for the year ended 2026; and \$15,550 for the year ended 2027. Motion carried by roll call vote.

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

NAYS: None

ABSENT: Trustee Kelnhofer

Discussion/Possible Action – Marengo Union Meeting: The Board discussed holding a special meeting with the Marengo Fire Union on October 22, 2025. Further discussion will be held at the next regular meeting.

FIRE CHIEF’S REPORT: *Status Update – Remodel:* Chief Kimmel informed the Board of the status of the fire department remodel. Further discussion will be held at the next regular meeting.

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.

CORRESPONDENCE: *Planning & Zoning Commission’s Finding Regarding 708 W Brink St:* The Board discussed the proposed apartments at 708 W Brink St. Further discussion will be held at the next regular meeting.

ATTORNEY’S REPORT – FRANKS, GERKIN, PONITZ & GREELEY: There was no attorney’s report presented.

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, September 9, 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