

# 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 SEPTEMBER 9, 2025**

A regular meeting of the Harvard Fire Protection District Board of Trustees was held on Tuesday, September 9, 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 7:00 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:** President Scott Logan, Secretary Paul Hildreth, Treasurer Laura Evers and Trustees Amy Crane and Josh Kelnhofer

**ABSENT:** None

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

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

**SECRETARY'S REPORT – APPROVAL OF MINUTES:** *August 12, 2025 Regular Meeting:* The Board reviewed the August 12, 2025 regular meeting minutes. A motion was made by Secretary Hildreth and seconded by Trustee Crane to approve the August 12, 2025 regular meeting minutes as written. Motion carried unanimously by voice vote.

**TREASURER'S REPORT:** *Review/Approve – Monthly Financial Reports for August 2025:* The Board reviewed the Monthly Financial Reports for the four-month period ending August 31, 2025 prepared by L&A. As of August 31, 2025, the total liability and fund balance was \$4,225,562.36. 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, Trustee Crane and Trustee Kelnhofer

**NAYS:** None

**ABSENT:** None

*Review/Approve – Disbursement Warrant for August 2025:* The Board reviewed the August 2025 Vendor Check Report and the most current disbursement warrant for August 13, 2025 through September 9, 2025. Vendor payments for the period totaled \$43,789.32. Payroll totals for August 15, 2025 and August 29, 2025 were \$38,792.19. A motion was made by Treasurer Evers and seconded by Trustee Crane to approve the August 2025 Vendor Check Report and the disbursement warrant in the total amount of \$82,581.51. Motion carried by roll call vote.

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

NAYS: None

ABSENT: None

**OLD BUSINESS:** There was no old business to discuss.

**NEW BUSINESS:** *Discussion/Possible Action – Assured Partners Insurance Quote:* The Board reviewed the insurance quote received by Assured Partners. A motion was made by Treasurer Evers and seconded by Trustee Kelnhofer to approve the Assured Partners Insurance Plan #2. Motion carried by roll call vote.

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

NAYS: None

ABSENT: None

The Board also discussed the Plan #2 cost. A motion was made by Treasurer Evers and seconded by Secretary Hildreth to approve payment of the Assured Partners Insurance Plan #2 in an amount not to exceed \$45,000. Motion carried by roll call vote.

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

NAYS: None

ABSENT: None

*Discussion/Possible Action – Life Saving Awards:* The Board noted an award will be presented at the next regular meeting.

*Discussion/Possible Action – Joint Meeting with Marengo Fire and Rescue:* The Board noted a joint meeting with Marengo Fire and Rescue will be held on October 22<sup>nd</sup> at 6:00 p.m. at the Marengo Fire and Rescue Headquarters. No further action is needed.

*Review/Approve – Ordinance 2025-02 – Budget and Appropriation Ordinance:* The Board reviewed Ordinance 2025-02. A motion was made by Trustee Crane and second by Treasurer Evers to suspend the regular meeting at 7:16 p.m. and open the Budget Hearing. Motion carried unanimously by voice vote.

*Additional minutes were taken pertaining to the hearing.*

A motion was made by Treasurer Evers and seconded by Trustee Crane to reconvene the regular meeting at 7:16 p.m. Motion carried unanimously by voice vote.

A motion was made by President Logan and seconded by Secretary Hildreth to approve Ordinance 2025-02. Motion carried by roll call vote.

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

NAYS: None

ABSENT: None

*Review/Approve – Ordinance 2025-03 – Plan Review Ordinance:* The Board reviewed Ordinance 2025-03. A motion was made by Trustee Kelnhofer and seconded by President Logan to approve Ordinance 2025-03 as presented. Motion carried by roll call vote.

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

NAYS: None

ABSENT: None

**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 noted the proposed apartments at 708 W Brink St. have been dismissed. No further action is needed.

**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 7:25 p.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for Tuesday, October 14, 2025 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