

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 NOVEMBER 11, 2025

A regular meeting of the Harvard Fire Protection District Board of Trustees was held on Tuesday, November 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 7:00 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 Trustee Amy Crane

ABSENT: Trustee Josh Kelnhofer

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

PUBLIC FORUM: There was no public forum.

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

October 22, 2025 Special Meeting: The Board reviewed the October 22, 2025 special meeting minutes. A motion was made by Secretary Hildreth and seconded by Trustee Crane to approve the October 22, 2025 special meeting minutes as written. Motion carried unanimously by voice vote.

TREASURER'S REPORT: Review/Approve – Monthly Financial Reports for October 2025: The Board reviewed the Monthly Financial Reports for the six-month period ending October 31, 2025 prepared by L&A. As of October 31, 2025, the total liability and fund balance was \$4,489,207.17. 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 Crane
NAYS: None
ABSENT: Trustee Kelnhofer

Review/Approve – Disbursement Warrant for October 2025: The Board reviewed the October 2025 Vendor Check Report and the most current disbursement warrant for October 15, 2025 through November 11, 2025. Vendor payments for the period totaled \$121,045.24. Payroll totals for October 10, 2025 and October 24, 2025 were \$42,970.35. A motion was made by Treasurer Evers and seconded by Trustee Crane to approve the October 2025 Vendor Check Report and the disbursement warrant in the total amount of \$164,015.59. Motion carried by roll call vote.

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

OLD BUSINESS: There was no old business to discuss.

NEW BUSINESS: *Discussion/Possible Action – Long Range Planning/Full-time Staffing:* The Board discussed full-time staffing, social security payments and additional requirements of the Harvard Fire Department. Further discussion will be held at the next regular meeting.

Discussion/Possible Action – Marengo Fire IGA for Fire Marshal Services, Plan Review and Building Inspection Services: The Board and Chief Kimmel discussed entering into an IGA with Marengo Fire for Marshal Services, Plan Review and Building Inspection Services. Further discussion will be held at the next regular meeting.

Review/Approve – Ordinance 2025-05 – 2025-2026 Tax Levy Ordinance: This item has been tabled to the next regular meeting.

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

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: The Board discussed mail and additional correspondence received at the Harvard Fire Department and the potential hire of office assistance. Updates will be provided as they become available.

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 Secretary Hildreth to adjourn the meeting at 7:35f p.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for Tuesday, December 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