

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 DECEMBER 16, 2025

A regular meeting of the Harvard Fire Protection District Board of Trustees was held on Tuesday, December 16, 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 and Trustees Amy Crane and Josh Kelnhofer

ABSENT: Treasurer Laura Evers

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

PUBLIC FORUM: There was no public forum.

SECRETARY'S REPORT – APPROVAL OF MINUTES: *November 11, 2025 Regular Meeting:* The Board reviewed the November 11, 2025 regular meeting minutes. A motion was made by Secretary Hildreth and seconded by Trustee Kelnhofer to approve the November 11, 2025 regular meeting minutes as written. Motion carried unanimously by voice vote.

TREASURER'S REPORT: *Review/Approve – Monthly Financial Reports for November 2025:* The Board reviewed the Monthly Financial Reports for the seven-month period ending November 30, 2025 prepared by L&A. As of November 30, 2025, the total liability and fund balance was \$4,415,440.57. The Board also reviewed the Treasurer's Report and the Statement of Revenues and Expenditures. A motion was made by President Logan and seconded by Trustee Crane to accept the Monthly Financial Report as prepared. Motion carried by roll call vote.

AYES: President Logan, Secretary Hildreth and Trustees Crane and Kelnhofer

NAYS: None

ABSENT: Treasurer Evers

Review/Approve – Disbursement Warrant for November 2025: The Board reviewed the November 2025 Vendor Check Report and the most current disbursement warrant for November 12, 2025 through December 16, 2025. Vendor payments for the period totaled \$29,163.48. Payroll totals for November 7, 2025 and November 21, 2025 were \$51,993.56. A motion was made by President Logan and seconded by

Trustee Crane to approve the November 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, Secretary Hildreth and Trustees Crane and Kelnhofer
NAYS: None
ABSENT: Treasurer Evers

NEW BUSINESS: *Review/Approve – Glide Scope Purchase:* The Board discussed the purchase of three Glide Scopes. A motion was made by Trustee Kelnhofer and seconded by Trustee Crane to approve the purchase of three Glide Scopes in the amount of \$8,667. Motion carried by roll call vote.

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

Review/Approve – Fence Quotes: The Board discussed the fence quote received from Fence Factory Family. A motion was made by Trustee Kelnhofer and seconded by Secretary Hildreth to accept the quote from Fence Factory Family in the amount of \$6,400. Motion carried by roll call vote.

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

Discussion/Possible Action – Purchase of Turnout Gear: The Board discussed purchasing five to six sets of turnout gear. A motion was made by Secretary Hildreth and seconded by President Logan to approve the purchase of turnout gear in an amount not to exceed \$15,000. Motion carried by roll call vote.

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

Establish 2026 Board Meeting Dates: The Board discussed establishing the 2026 Board meeting dates as January 13, 2026; February 10, 2026; March 10, 2026; April 14, 2026; May 12, 2026; June 9, 2026; July 14, 2026; August 11, 2026; September 8, 2026; October 13, 2026; November 10, 2026 at 7:00 p.m. and December 16, 2026 at 5:30 p.m. in the Harvard Fire Department located at 502 S. Eastman Street, Harvard, Illinois 60033. A motion was made by President Logan and seconded by Trustee Crane to establish the 2026 Board meeting dates as stated. Motion carried unanimously by voice vote.

Discussion/Possible Action – Dates for Contract Review with Marengo: The Board noted two trustees will have a discussion with Marengo Fire & Rescue regarding Chief Kimmel's contract on January 7, 2026 at 12:00 p.m. Updates will be provided as they become available.

A motion was made by Trustee Kelnhofer and seconded by Secretary Hildreth to suspend the regular meeting at 7:12 p.m. Motion carried unanimously by voice vote.

Truth in Taxation Hearing: A motion was made by President Logan and seconded by Trustee Kelnhofer to open the Truth in Taxation Hearing at 7:12 p.m. Motion carried by roll call vote.

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

Additional minutes were taken pertaining to the hearing.

A motion was made by Trustee Kelnhofer and seconded by President Logan to adjourn the Truth in Taxation Hearing at 7:13 p.m. Motion carried unanimously by voice vote.

A motion was made by President Logan and seconded by Trustee Crane to reconvene the regular meeting at 7:14 p.m. Motion carried unanimously by voice vote.

OLD BUSINESS: *Review/Approve – Ordinance 2025-05 – 2025-2026 Tax Levy Ordinance:* The Board reviewed Ordinance 2025-05 and discussed the Tax Levy. A motion was made by Trustee Crane and seconded by Secretary Hildreth to approve the 2025-2026 Tax Levy Ordinance 2025-05. Motion carried by roll call vote.

AYES: President Logan, Secretary Hildreth and Trustees Crane and Kelnhofer

NAYS: None

ABSENT: Treasurer Evers

Discussion/Possible Action – Long Range Planning/Full-time Staffing: The Board discussed hiring and long-range planning. 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 discussed Plan Review and Building Inspection Services revenue. Updates will be provided as they become available.

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: There was no correspondence discussed.

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 Trustee Kelnhofer and seconded by Trustee Crane to adjourn the meeting at 7:22 p.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for Tuesday, January 13, 2026 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