

---

**VILLAGE BOARD MEETING****From:**

Chad Pelishek, Village Manager

---

**VILLAGE OF HARRISON****Meeting Date:**

5/26/2026

---

**Title:** Facility Updates: Fire Station 60 and Village Hall Renovations

---

**Recommended Action:** Motion to authorize McMahon to bid the Village Hall renovations to complete renovations during the winter of 2027.

---

**Background and Additional Information:****Fire Station 60**

The 2027 Capital Improvements Plan includes renovation to Station 60. Given the uncertainties with the fire contracts with Sherwood and Woodville, this project has been put on hold to determine the level of service that Fire Station 60 will need to provide in the future. Based on previous information provided to the board, it appears building a new facility would be more cost-effective than renovating the current building due to the unknown in the structural integrity of the existing building. Once service levels are determined, the Board will be asked whether to continue with the design of the current facility or look for approximately 3 acres of land to build a new station.

**Village Hall Renovation**

The Village Board previously approved allowing McMahon to design renovation plans of the Village Hall into the Board Room and to provide a new accessible public restroom and security upgrades in the lobby and the public areas of the building. The original hope was to bid Station 60 and Village Hall projects together; that is not a reality at this time with the unknowns with the two fire contracts.

A lot of discussion has been had internally about the best time to renovate Village Hall, and over the winter, after elections and tax collection, seems to be the best. Staff is suggesting a renovation start time of about February 1, 2027. Due to the work planned for the existing space of a new public consultation room, renovated front desk area, new public restroom, staff breakroom/kitchen addition, and new IT/server office, it would make the most sense for staff to move out of Village Hall during the renovations. The architect has determined that if Village staff were not present, the project would take about 7 months, and about 12-14 months if the operations stayed on site while renovations occurred. Funding for the project would come from a one-time contribution from the General Fund Balance.

Two options have been identified to relocate staff during construction: Fire Station 70 and Harrison Utility Office.

Option 1 is to locate staff temporarily in the New Fire Station 70. Village Hall staff would occupy the three of the five offices and the EMS report writing space. The fire department officers, i.e. training officer would be moved temporarily to a dorm. We would also have admin staff at the front counter and the IT manager/Accountant in dorm rooms converted to office space.

Option 2 is to locate staff temporarily in the Harrison Utilities building. A temporary counter would need to be built to service the public. Staff would occupy the former Commissioners office, which could host 3 staff members, and cubicles would be moved to the existing conference room. Admin staff would have office space on either side of the counter space. Future meetings may need to be held at the old Station 70 space.

The Police Department staff would need to relocate to the old Station 70 as well under either option.

**STAFF RECOMMENDATION:** Staff are recommending the New Fire Station option since it requires the least conversion of space and would allow better timing, especially until a decision is made on the future of Station 60.

---

**Budget:**

Village Hall renovation costs are estimated at \$1 million and would be funded with General Fund - Fund Balance.

---

**Attachments:**

- None