

Hampshire Fire Protection District
Board of Trustee Meeting
October 11, 2023 – 6:00pm

1. Call meeting to order

2. Secretary – Roll Call

Tim Thompson – Absent

Steve Gustafson – Present

Brian Pechtold – Present

David Scarpino – Absent

Rick Heine – Present

Administration:

Trevor Herrmann – Fire Chief

Eric Larson- Deputy Fire Chief

Sheri Stadie - Captain

Jody Remakel – Financial Director

Staff:

Lt. DePauw, FF Aburto

Public:

William Misner

Eddie Saunders

3. The meeting opened with the pledge of allegiance.

4. Chief Herrmann asked to have the following items added to the agenda under Chief’s report:

a. IDPH Inspection

b. Fire Prevention program

c. Station 1 remodel

d. Fire Bureau issue

e. 1402 accident update

f. 72 & Brier Hill construction

5. Minutes –

a. Upon review of the September 13, 2023 regular meeting minutes, Trustee Pechtold moved to approve the minutes. Trustee Heine seconded the motion and they were approved unanimously by those present.

b. Trustee Heine moved to approve the September 13th, 2023 Closed meeting minutes. Trustee Pechtold seconded the motion and it was passed unanimously by all those present.

6. Treasurer’s Report –

a. During review of the warrant list, Trustee Gustafson questioned the costs to 1431. Chief Herrmann responded that there were some larger items covered in the repairs. Trustee Gustafson also question the power cot warranty. The Chief responded that it was a 5-year warranty on the new cot. There being no further questions, Trustee

Heine moved to approve the warrant list in the amount of \$578,025.19 for the month of September. Trustee Pechtold seconded the motion and a roll call vote was taken. The motion passed unanimously by all those present.

Ayes - Steve Gustafson, Rick Heine, Brien Pechtold

Nays – None

Absent – David Scarpino, Tim Thompson

- b. Trustee Pechtold moved to approve the financials of September 2023. Trustee Heine seconded the motion and a roll call vote was taken. The motion passed unanimously by all those present.

Ayes - Steve Gustafson, Rick Heine, Brien Pechtold

Nays – None

Absent – David Scarpino, Tim Thompson

- c. Ms. Remakel took a moment to request the Board to sign paperwork from the bank, that allowed her to send ACH's from the Capital fund now that they were receiving payment requests for the construction of Station 2. She stated that due to the significantly larger payments, she preferred to pay directly from that fund versus increase the authorization level from the operating fund.

7. Chief's Report

- a. Station 2 update – The Chief reported that he meets every other Thursday with the project manager. They currently see the project moving ahead a schedule and will possibly be ready in May.
- b. Gordy Bazali Memorial donation – The Chief read a letter from Gordy's son thanking the District for their level of professionalism they brought to the services and how grateful they were. The District received \$250 in donations in memory of Gordy Bazali. He stated that Gordy's name would be added to the memorial board.
- c. Elmer Herrmann Memorial donation – The Chief informed the Board that the District received \$650 in donations in memory of Elmer Herrmann. He stated that Elmer would be added to the memorial board.
- d. Awards dinner – The Chief informed the board that they confirmed that date for the next awards dinner for June 7th. We will only serve appetizers and desserts and the cost of the venue is \$2,000.
- e. Development update – The Chief provided the Board with a report of all the development that is going on in the area.
- f. Board of Fire Commissioner's update -The Chief reported that he spoke with the attorney today and they were 90% complete with the policy. Once they have adopted

the policy, they will have to pick 3 members to serve on the board. He stated he will forward the policy to the board upon receiving it from the attorney.

- g. Paid time off policy – The Chief read the current policy to the Board. Trustee Pechtold questioned who would be eligible, and asked for clarification of POC. The Chief responded that all part time or Paid-On-Call (POC) employees would become eligible.
- h. Accountant hiring update – The Chief explained that there were 2 interviews conducted. One did not appear to be a good fit, and the other was qualified, but was asking more than the District was comfortable paying and more importantly did not appear to be a long-term candidate. Trustee Pechtold questioned that he thought there were 3 candidates. Ms. Remakel responded that the 3rd candidate dropped out at the last minute. They have decided to go back out and redefine the role and see if they can locate an administrative assistant, which is the part of the position that will be growing.
- i. State Street hazardous waste update – The Chief explained that he is having a difficult time getting the business owner to move forward. He explained that in the meantime, the other departments that had responded, are asking for payment. He is asking the Board to allow him to forward payment on to the responding districts will he works with the attorney to pursue collection of the debt. Trustee Pechtold questioned how much is due overall, the Chief responded that \$18,000 but there is \$10,900 due to other districts. Trustee Heine moved to approve the payment of \$10,900 to the responding districts to the hazardous waste calls on State Street. Trustee Pechtold seconded the motion and a roll call vote was taken. The motion passed unanimously by all those present, **but will need to be ratified at the November meeting.**

Ayes - Steve Gustafson, Rick Heine, Brien Pechtold

Nays – None

Absent – David Scarpino, Tim Thompson

- j. Part-time hiring update – The Chief stated that they have advertised their position on FaceBook, but have only received 2 applications. Both of the applicants are EMT's. They have offered a position to one of them. He reported that he has since received the resignation letters for 3 individuals he had requested the Board terminate last month.
- k. 1431 Update – He reported there were \$29,000 in repairs.
- l. 1451 Sale – The Chief reported that they are ready to sell 1451, but they need to get the labels off that indicate it is our Ambulance.
- m. Lt. Rice glasses – During the accident Lt. Rice broke his glasses. Since the insurance company did not cover Lt. Rice's medical exam he is asking if the Board would cover the cost of the exam to replace Lt. Rice's glasses. Trustee Pechtold moved to approve the cost of the exam for Lt. Rice's glasses not to exceed \$100. Trustee Heine seconded the motion and it was approved unanimously.

- n. Eligiloy TRT – The Chief reported that Eligiloy needed repairs to a furnace that required the repair crew to be lowered into a shaft. Eligiloy was not comfortable sending someone down without a rescue readily available, at their expense. The District coordinated with Division 2 tactical rescue team and stood by for 4 days while the repairs were done. He is asking for the authorization to reimburse the other districts for their time. He anticipates the cost to be approximately \$4,000. The Board was in agreement, but this item will be **added to the November agenda for approval**.
- o. Insurance meeting update - The Chief reported that he met with the insurance broker and asked that due the increased costs of the vehicles they increase the coverage amounts on the apparatus. He has requested pricing on the increasing the Engine's to \$1,000,000, the Tower to \$2,000,000, and the Staff vehicles to \$70,000. There will be an increase the premiums. He also reported that the policies on 1411 and 1402 have been canceled and which they will receive a credit. He also reported that they are looking at May for the Engine to arrive and there has not been any word yet on the replacement of the Staff vehicle.
- p. Monthly report – The Chief reviewed his monthly report with the Board.
- q. IDPH Inspection – The Chief reported that the ambulance, ALS, and BLS inspections were completed. They almost received a perfect, except there was an issue with the radio. The issue was corrected the next day. He acknowledged Cpt. Stadie for her diligence on making sure things are maintained at that level.
- r. Fire Prevention – The Chief reported that Fire Prevention activities have started for the year. He stated there would be a full report next month.
- s. Station 1 remodel – The Chief provided the Board with a report of updates he would like to make to the station in the next year. He reported there is currently \$250,000 remaining in his contingency balance on the Station 2, and he is expecting an additional \$200,000 available when the loan for \$1.3M is taken for the completion of the station.
- t. Fire Bureau Issue – The Chief reported that there has been some issues with the storage units off Rowell Road. The building was originally approved under previous codes when there were amendments. They have since agreed to approve the units with no sprinkler system, but the builders are fighting the alarms. Since it is such a massive facility and that it is not unusual for people to store flammable materials, he has concerns about that development.
- u. 1402 – The Chief reported that the individual's insurance company that caused the accident with 1402 have agreed to pay the claim. Unfortunately, the command desk and the lights were not insured, so the District will have to cover those costs.
- v. The Chief reported that IDOT is in the planning process of improvements at 72 & Brier Hill. They have asked the District to commit to an EVP at the District's cost. He has informed them that they would cover the costs. Trustee Pechtold asked if the Village participates with the EVP's. The Chief responded that they have opted out of the Opticom system.

8. Deputy Chief's Report

- a. GEMT – The Deputy reported that they completed his Medicaid assessment. It was determined that the District can charge up to \$3,800 for ALS. They would like to adjust the District's rates for \$2,750 for ALS and \$2,250 for BLS and \$200 for non-transport.
- b. Surplus Equipment approval – The Deputy asked the Board to declare the Stryker Cot from 1451 as surplus equipment. He believes they can get as much as \$4,500 through Govdeals. Trustee Gustafson moved to approve declaring the Stryker Cot (Need Ser #), as excess equipment and authorizes its sale. Trustee Pechtold seconded the motion and it passed unanimously by all those present.
- c. Phone project – The Deputy reported that a new voice of internet phone system has been installed. They are still working through a few things at this time.
- d. Training report. – The Deputy reported that the topic of the month was SCBA's. The District recorded approximately 1,200 hours in September. Fire Inspector Claus attended 2 weeks of Fire Investigator courses as well as 2 other seminars. Deputy Larson attended the Instructors Conference in Peoria, and FF Misner attended live fire training with the Fire Service Women of Illinois in Romeoville.

9. Old Business – None

10. New Business –

- The Chief reviewed the revised FY24 budget with the board and recommended changes. Trustee Heine moved to approve Budget & Appropriations Ordinance FY23/24-11. Trustee Pechtold seconded the motion and a roll call vote was taken. The motion passed unanimously by all those present.
Ayes - Steve Gustafson, Rick Heine, Brien Pechtold
Nays – None
Absent – David Scarpino, Tim Thompson

11. Public Comment – There was none

12. Board of Trustee Comments - There was none.

13. Trustee Gustafson moved to adjourn the meeting. Trustee Heine seconded the motion and it was approved unanimously by all those present. The meeting adjourned at 18:48.