

Hampshire Fire Protection District

Board of Trustees

Minutes, November 9, 2022

1. Welcome
2. Call to Order

The meeting was called to order at the Hampshire Fire Protection District, 202 Washington St., Hampshire, IL 60140 by Board President, Tim Thompson.

Board Members present: Tim Thompson – Present
Steve Gustafson – Present
Richard Heine – Present
Brian Pechtold – Present
David Scarpino – Absent

Administration: Chief Herrmann, Deputy Larson, Jody Remakel

Staff Present: Cpt. Stadie, Lt. DePauw, FF Morgan

3. **Additions or changes to the agenda** – The staff asked to add discussions regarding

- a. Update on PT Hiring – Deputy Larson
- b. Sikich letter – Ms. Remakel

4. **Minutes**

- a. **Approval of the October 12, 2022 Regular meeting minutes** –Trustee Gustafson moved to approve the minutes of October 12, 2022. Trustee Heine seconded the motion and they were approved unanimously by all those present.
- b. **Approval of October 12, 2022 Closed meeting minutes** - Trustee Gustafson moved to approve the minutes of the October 12, 2022 Closed meeting. Trustee Scarpino seconded the motion and it was approved unanimously by all those present.

5. **Treasurer’s Report**

- a. **Review of the October warrant list -**

The Board reviewed the October warrant list. Trustee Heine moved to approve the September warrant list in the amount of \$147,263.67. Trustee Pechtold seconded the motion and a roll call vote was taken. The motion passed unanimously.

Brian Pechtold	Aye	Rick Heine	Aye
David Scarpino	Absent	Tim Thompson	Aye
Steve Gustafson	Aye		

b. Discussion and Approval of the October 2022 Financials

Trustee Gustafson moved to approve the October 2022 financials. Trustee Heine seconded the motion and a roll call vote was taken. The motion passed unanimously by all those present.

Rick Heine	Aye	David Scarpino	Absent
Tim Thompson	Aye	Steve Gustafson	Aye
Brian Pechtold	Aye		

6. Old Business –

a. Ratification of payment for storage of Model A – Trustee Gustafson moved to approve the payment for the storage of the Model A for \$150 a month. Trustee Heine seconded the motion and it was approved unanimously by all those present.

David Scarpino	Absent	Tim Thompson	Aye
Steve Gustafson	Aye	Brian Pechtold	Aye
Rick Heine	Aye		

b. Engine Presentation– The Chief reported that due to the delay in responses from a couple of the vendors, and anticipated greater than expected costs for Station 2, he is asking the Board to table this topic.

c. Approval of amended Fire Code Resolution 22-23-03. – The Chief explained that the previously approved resolution has been submitted to the attorney. He has since gotten back with some minor changes to the resolution. Trustee Gustafson moved to approve Resolution 22-23-03 amending the Fire Code. Trustee Pechtold seconded the motion and a roll call vote was taken. The motion was passed unanimously by all those present.

Tim Thompson	Aye	Steve Gustafson	Aye
Brian Pechtold	Aye	Rick Heine	Aye
David Scarpino	Absent		

d. Approval to hire FT Employee(s) – The Chief reported that there were 8 people on the FT hiring list. He stated that unfortunately most of them were EMT-B's. He would like to hire 2 after the 1st of the year. He passed out a copy of the 5-year forecast, which showed the anticipated roll-over numbers. He also stated he would like to hire an additional person in the next budget year. That would give them 7 on staff during the day. 3 full-time and 4 part-time. He would like to bring them on sooner so that when the new station is open, they are trained and familiar with their positions. Trustee Gustafson moved to approve hiring 2 new full-time employees in this budget year. Trustee Heine seconded the motion and roll call vote was taken. The motion passed unanimously by all those present.

Steve Gustafson	Aye	Brian Pechtold	Aye
Rick Heine	Aye	David Scarpino	Absent
Tim Thompson	Aye		

7. Chief's Report

- a. **New Police Chief-** Chief Herrmann reported that he has met with the new interim Police Chief. He stated he comes from Rockford and will be applying for the permanent position. He hopes that his presence will mean a better relationship in regards to the Emergency operations center, handling of mental health patients, and active shooter simulations.
- b. **Court Case** – The Chief reported that the district was required to provide testimony in an abuse case. FF Black was asked to testify and she did an awesome job. He was very happy with her ability to answer questions and keep calm.
- c. **Tollway billing.** – The Chief informed the Board that due to the new agreement with the tollway, he has been able to bill the tollway \$14,000. So far, they have already collected \$9,000 for the fiscal year.
- d. **Public Education report** – The Chief stated that October is always a big month for public education by Cpt Stadie did a wonderful job. There were 1500 students that attended from 5 schools. They completed the live fire demo, each child received a goodie bag paid for by donation from local business. They had the coloring contest and kids each won gift cards from the Copper Barrel and Rosatis. They also participated in 3 fire drills and Trunk or Treat. The Board extended their thank you to Cpt Stadie and the staff for their work.
- e. **Development update**– The Chief informed the Board that Crown presented a new plan to the Village. They want to add 700 additional homes to their original proposal. So far it has passed the planning and zoning committees. There were 2 Village trustees that expressed their dislike of the lot sizes and indicated they would not vote to approve it. Crown indicated they may come back with another proposal, but they currently have enough votes of the Board to support its approval. The plan involves development north along Harmony Road north to Melms. It would include an additional school, and 35 acres of walking trails and parks as well as 2,000 more homes, which would bring the estimated population to 25,000. Due to the direction that Crown is planning to build, he is recommending that the Board not sell the property at Melm's and Harmony as with the development the necessary infrastructure will be put in place for station 3.
- f. **Station 2 update** – Chief Herrmann reported that he and the Deputy met with the engineer and architect. Due to the timeline for some of the expected equipment, they plan to put bids out in March and April with an expected ground breaking getting pushed

back to July. They still expect the build out to take 10 months and anticipate the delays will also allow for pricing to come down. He is planning on a Spring of 2024 opening.

g. Union pay rate update -The Chief reported that he has come to an agreement with the Union to calculate the difference in OT rates to January. He also learned that the stipends they receive have to be calculated into their rate. He provided a report to the Board with the amounts calculated for each Union member. He plans to submit the additions with the next payroll.

h. Monthly report – The Chief reviewed the monthly report with the Board.

8. Deputy Chief’s report –

a. Grant Update – The Deputy reported that he did not have anything to report, as there has not been anything released since September.

b. Monthly training report – Deputy Larson reported that in October there were 1045 hours of training. FF Ramirez completed his confined space training which completes his TRT certification. He and 2 shifts have completed a Mabas 2 fall drill.

c. Status of PT employees – The Deputy reported that he currently has 4 people he would like to bring on as PT employees. 1 is a re-hire, 1 is an EMT, and the other 2 are paramedics. He would like to schedule them for their oath of office in December.

9. New Business

Set budget hearing for re-appropriation of budget. – Due to the timing of the construction project the Budget will need to re-appropriated. Trustee Gustafson moved to set the budget hearing for January 11th at 5:55pm. Trustee Heine seconded the motion and it passed unanimously by all those present. Ms. Remakel will make sure a notice will be published in accordance with the requirements.

Approval of Bond Parameter’s Ordinance 22-23-04. Trustee Gustafson moved to approve the Bond Parameter’s Ordinance 22-23-04. Trustee Heine seconded the motion and a roll call vote was taken. The motion passed unanimously by all those present.

Brian Pechtold	Aye	Rick Heine	Aye
David Scarpino	Absent	Tim Thompson	Aye
Steve Gustafson	Aye		

Approval of Board letter to request impact fees – The Chief reported that the Village has provided him a statement indicating there is approximately \$57,000 in impact fees. He would like to submit a letter requesting the issuance of the funds, due to the multiple capital projects the district is undergoing. Trustee Gustafson moved to approve the

request of the impact fees from the Village. Trustee Heine seconded the motion. The motion passed unanimously by all those present.

Approval of Hanover Township Agreement – The Chief provided the Board with a Mutual Aid agreement for assistance with Hanover Township Emergency Services. They can provide services with drones, traffic control and light towers, along with other services for no cost to the district. Trustee Gustafson moved to approve the mutual aid agreement with Hanover Township Emergency Services. The motion was seconded by Trustee Heine and approved by all those present.

Levy Draft review – Ms. Remakel reviewed the draft of the 2022 Levy. She stated she is still awaiting the attorney’s review since there is the added levy line for the increase in the limiting rate. She also noted a changes to the value of the TIF District and the concerns with the new construction number.

Presentation and Approval of Health Insurance Renewal – The Chief informed the Board that he sat down with the insurance broker. The current policy is going to increase by 4.39% as well as a minor increase in the HRA caps. The broker did check with Humana and UHC, but their increases were significantly greater than what we currently are facing with BCBS. President Thompson inquired if there were any issues with the existing plan. The Chief responded that there were none and it was by far the best system they have had. Trustee Gustafson moved to approve the renewal with BCBS for the 2023 year. Trustee Heine seconded the motion and it was approved unanimously by all those present.

Approval of the 2023 meeting schedule – Trustee Pechtold moved to approve the 2023 meeting schedule. Trustee Heine seconded the motion and it was approved unanimously by all those present.

10. Correspondence

- Chief Herrmann read a thank you letter from a citizen for the outstanding service received by Lt DePauw, FF Morgan, FF Ribrandt, and FF Way.
- Ms. Remakel referenced a letter that Sikich wanted presented to the Board. There were some recent disclosure standards that were required. Sikich needed to make sure that the Board was made aware of them. The disclosures would be in any future engagement letters.

11. Public Comment –There was no public comment.

12. Closed Session – There was no need to a closed session.

13. Motion to adjourn – Trustee Gustafson moved to adjourn the meeting. Trustee Heine seconded the motion and the meeting was adjourned at 18:43.

Secretary