**Hampshire Fire Protection District**

**Board of Trustees**

**Minutes, November 10, 2021**

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 – Absent

David Scarpino – Present

Administration: Chief Herrmann, Deputy Larson, Jody Remakel

Staff Present: Many

1. Changes or additions to the agenda. – The Chief asked to add hydrant flags, apparatus maintenance, development, and FF injury. Deputy Larson wished a discussion regarding ECC to the agenda.
2. **Minutes - Approval of October 13, 2021 Regular meeting minutes -** Trustee Gustafson moved to approve the minutes of the October 13, 2021 meeting. Trustee Heine seconded the motion and it was approved.
3. **Treasurer’s Report**
4. **Approval of the October warrant list –** Trustee Scarpino moved to approve the October 2021 Warrant list for the amount of $286,601.43. Trustee Pechtold seconded the motion and a roll call vote was taken.

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

1. **Approval of the October 2021 financials** – Trustee Heine moved to approve the October 2021 financials. Trustee Scarpino 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 Aye Tim Thompson Aye

Steve Gustafson Aye

1. **Discussion regarding the recommended fund transfers -** Ms. Remakel requested the Board approve a $10,000 contingency transfer to the Fuel account, which was discussed at the October meeting. She also requested the Board approve a $2,500 transfer to the EMS/Rescue fund. This transfer was discussed last month, but for a lesser amount. She reported that in discussion with the EMS Coordinator they felt that due to increased costs they should increase it a little more just to make sure there was enough funding for the remainder of the year. Trustee Gustafson moved to approve both contingency transfers. Trustee Pechtold seconded the motion. The motion was passed unanimously by all those present.
2. **Old Business**
3. **Ratification of the motion to declare the Tahoe excess equipment and authorize the sale.**  Trustee Pechtold moved to ratification the motion at the October meeting to declare the Tahoe as excess equipment and list it on Govdeals.com for sale. Trustee Gustafson seconded the motion and a roll call vote was taken. The motion was approved unanimously.

Steve Gustafson Aye Brian Pechtold Aye

Rick Heine Aye David Scarpino Aye

Tim Thompson Aye

1. **Discussion and Approval of Ambulance Billing Resolution pricing appendix.**

Chief Herrmann reported that he was able to negotiate with Pingree Grove that they would not collect on balances above the insurance from our residents. He has also learned that Burlington is increasing their prices to the same as our prices. A board member inquired if Burlington was willing to waive the additional fees like Pingree Grove. The Chief responded that he has not been able to get a response to that question as of yet. Trustee Scarpino moved to approve Ordinance 21/22-4 Amending the Fee schedule to $2,500 for ALS, $1,500 for BLS, and $10.00 per mile for transport. Trustee Heine seconded the motion and a roll call vote was taken. The motion passed unanimously.

Steve Gustafson Aye Brian Pechtold Aye

Rick Heine Aye David Scarpino Aye

Tim Thompson Aye

1. **Update on purchase of land for new station–** The Chief reported that the purchase of the land is complete and the property has been added to the district’s insurance.
2. **Update on 1421** – The Chief reported that the repairs to 1421 on the tank were under warranty. However, when the vehicle was being returned, the engine light would not turn off, and the turbo actuator went out. The item is also covered under warranty but they are waiting on the part.
3. **Chief’s Report**
4. **Staffing update** – The Chief reported that they had 2 new applicants, but one did not pass the background check, there were also 2 new candidates through the fire academy. Unfortunately, they also lost another consistent part-time employee to a full-time position elsewhere.
5. **Stakeholder’s meeting** – The Chief reminded the Board that there will be a stakeholder’s meeting at 9am on Saturday the 13th.
6. **Discussion and approval of Health Insurance renewal** – The Chief stated that the insurance coverage is going up 12%, but since we typically budget a 20% increase for the 2nd half of the year, we are still within budget. Trustee Thompson confirmed that the increase annotated on the bottom of $966 was a total per month and not per employee. Ms. Remakel confirmed that the increase was a monthly increase only. Trustee Pechtold moved to approve the health insurance, Trustee Scarpino seconded the motion and it was approved unanimously by all those present.
7. **Station 2 financial discussion** – The Chief informed the Board that Eric Anderson from Piper Sandler came and met with himself, Jody and the Deputy to discuss the potential financing options for a 2nd station. He would like for him to come and present to the Board at the January meeting. The Board was in agreement.
8. **Monthly report** – The Chief reviewed the monthly report with the Board. He added that They have responded 8 times to Burlington. Of the 8 times, 6 were EMS calls and 2 were accidents. Burlington has assisted Hampshire 14 times. The Chief also took the time to stated how well the auto aid with the surrounding communities is working out. They have required their assistance multiple times and it has been very helpful.
9. **Hydrant flags** – The Chief informed the board that the flag project is currently complete. They have put up over 800 hydrant flags within the community. He reported that all hydrants in the area should be completed. This is still an ongoing to project so as new sub-divisions open, they will need to add more.
10. **Community Development update** - The Chief reported that there were 8 permits from the Tamm’s farm already pulled. He has also been advised that the 1st proposal for an apartment complex has been submitted to the Village. It is currently 3 story buildings to be located near 72 and Romke.
11. **FF Injury** - The Chief reported that they had a firefighter that was recently injured and required they go to the hospital for treatment.
12. **1452 update** – The Chief informed the board that 1452 was pulling in 1 direction. It is going to cost $7,000 to repair the tri-rod and spring. 1451 has been brought up as a primary. Because it is a diesel, they have been running it regularly to make sure it is operational, and in the meantime 1453 is the back-up.
13. **Deputy Chief’s report –**
14. **Grant updates**– Deputy Larson reported that they have recently filed with the State Fire Marshall for a small equipment grant for $2,600. He has also filed a grant with FEMA for new portable radios, and IDPH for new AED’s.
15. **Monthly training report** – The Deputy reported that October was there busiest month so far with 1136 training hours. FF Ramirez attended 3 weeks of Company Officer training; FF Fox attended 3 days of training as well.
16. **ECC** – The Deputy informed the board the Hampshire was the first department to work with Elgin for the apprentice program. ECC has recently come to Hampshire and did a video of himself and FF Black for a presentation they will be playing at their upcoming recruiting events.
17. **New Business –**
18. **2021 Levy Review –** Ms. Remakel review the draft levy calculations with the Board. There was discussion regarding if the Board should hold a Truth in Taxation Levy Hearing. It was decided that the Board would like a hearing.
19. **Set Levy hearing** date - Trustee Scarpino moved to set the levy hearing date for December 8th, at 5:55pm. Trustee Gustafson seconded the motion and a roll call vote was taken. The motion passed unanimously by all those present.

Tim Thompson Aye Steve Gustafson Aye

Brian Pechtold Aye Rick Heine Aye

David Scarpino Aye

1. **Correspondence** – There was none.
2. **Public Comment -** There was none.
3. **Board of Trustee Comments –** There was none.
4. **Closed Session** – The Chief requested a Closed Session meeting for the purpose of discussing a particular employee. Trustee Gustafson moved to go into Closed Session at 18:26. Trustee Heine seconded the motion and a roll call vote was taken. The Board returned from Closed Session at 18:28.
5. **Oath of Office** – The Board moved to the apparatus floor where there was a short ceremony for the following oath of offices. President Thompson provided the Oath of Offices.
6. Alexis Muehleman to the Department
7. Jeanette Haro to the Department
8. Martin Serrano as a full-time firefighter
9. Zackary Rice promoted to a Lieutenant
10. **Adjournment –** There being no further business, Trustee Gustafson moved to adjourn the meeting. Trustee Heine seconded the motion and the Board adjourned at 18:52.

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**Secretary**