**Hampshire Fire Protection District**

**Board of Trustees**

**Minutes, December 8, 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 – Present

David Scarpino – Present

Administration: Deputy Larson, Jody Remakel

Staff Present:

1. Changes or additions to the agenda. – The Deputy asked to add the Chief out of office notice, a thank you note, and Food pantry fund raiser. Ms. Remakel asked to add an audit update.
2. **Minutes –**
3. **Approval of November 10, 2021 Regular meeting minutes -** Trustee Gustafson indicated that the November minutes indicated Trustee Pechtold was absent when he was present. Trustee Heine moved to approve the minutes with the change. Trustee Scarpino seconded the motion and it was approved.
4. **Minutes - Approval of November 10, 2021 Closed meeting minutes -** Trustee Gustafson moved to approve the minutes of the November 10, 2021 Closed meeting. Trustee Pechtold seconded the motion and it was approved.
5. **Treasurer’s Report**
6. **Approval of the December warrant list –** Trustee Scarpino moved to approve the November 2021 Warrant list for the amount of $155,135.40. Trustee Gustafson 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 November 2021 financials** – Trustee Gustafson moved to approve the November 2021 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 Aye

Tim Thompson Aye Steve Gustafson Aye

Brian Pechtold Aye

1. **Discussion and approval of Levy Ordinance No. FY21/22-5** – In follow-up to the levy hearing conducted prior to the meeting. Trustee Gustafson moved to approve Levy Ordinance No. FY21/22-5. Trustee Scarpino seconded the motion and a roll call vote was taken. The motion passed unanimously by all those present.

David Scarpino Aye Tim Thompson Aye

Steve Gustafson Aye Brian Pechtold Aye

Rick Heine Aye

1. **Audit update -** Ms. Remakel reported that the audit is finishing up. Brian LeFevre from Sikich will be attending the January meeting to present to the findings to the Board.
2. **Old Business**
3. **Update on the sale of the Tahoe –** Deputy Larson informed the Board that the Tahoe sold for $11,500 on govdeals.com. It was picked up on November 29th. After the sales fee, the district will receive $10,000 for the Tahoe.
4. **Chief’s Report –** Due to the Chief’s absence, the Deputy reported on his behalf.
5. **Staffing update** – The Deputy reported staffing has been a lot more consistent with 4 or 5 employees on each shift. They have received a couple of applications and are proceeding with the application process.
6. **Reimbursement from Rockton for fire response** – The Deputy reported that the district has received $702 in reimbursement for the district’s response to their call.
7. **Burlington billing agreement** – The Deputy reported that both Pingree and Burlington have agreed to not pursue fees above the beyond the insurance coverage for residents when another department is required to transport them via mutual aid. He clarified that each department will get the billing when they transport, but will not pursue any amounts that are not covered by insurance for the 3 Districts. Trustee Gustafson inquired about Huntley participating in that agreement, but the Deputy did not have an answer at that time.
8. **Foam issue discussion** – The Deputy informed the Board that the State has recently passed a law requiring the districts get rid of the foam that contains fluorine by 2023. Currently Hampshire has 18 old 5-gallon bucks, and new approved foam costs approximately $250 each. There has not been any guidance as to how, or how much it will cost to get rid of the old foam. He did indicate that OSHA may be help to dispose of it, but
9. there is not any clear direction as of this time.
10. **1452 Update** – The Deputy reported that 1452 is back in service. They fixed the coils for a cost of $600, which was less than what was quoted. Trustee Pechtold inquired how many miles did the vehicle have and when it was purchased. The Deputy did not know the number of miles, but it was estimated to have been purchased in 2015.
11. **Strategic plan** – The Deputy informed the Board that they have had a very positive response to the Strategic plan presentation. They hope to have it completed in February. Trustee Thompson inquired if the group was receptive to the idea of a referendum being run for the new station. The Deputy felt that they were receptive to the idea and felt that the group involved had a good reach into the community. Trustee Gustafson inquired if Burlington was doing anything to be more self-sufficient. The Deputy responded that he thought they may be running a referendum in the future, but that the current Fire Chief will be retiring soon, and it will most likely be the new Fire Chief to decide.
12. **Monthly report** – The Deputy reviewed the monthly report with the Board.
13. **Additions**:
14. **Food Pantry Fund raiser** – The Deputy reported that the Fire Department and Police Department both participated in the “No Shave November” and raised $260 for the Food Pantry.
15. **Thank you** – The Deputy provided a thank you card from a new resident that had used the district’s services. They were very happy to learn that they would have such professional services in their new community.
16. **Chief out of Office** – The Deputy reported that the Chief will be out of the State from December 28th -31st.
17. **Deputy Chief’s report –**
18. **Grant updates**– Deputy Larson reported that he is in the process of wrapping up the FEMA AFG grant where he is requesting Starcom radios. Trustee Thompson questioned what the monthly subscription fee would be if they added Starcom. The Deputy responded that they would likely not pay the subscription as they would just use them for mutual aid calls.
19. **Monthly training report** – The Deputy reported that there were 1000 training hours in November. There were 3 shift days where they completed traffic management. FF’s Steuber, Bowen and Monegato all received certifications in various training.
20. **New Business –**
21. **Approval of the 2022 Meeting schedule–** Trustee Gustafson moved to approve 2022, meeting scheduled. Trustee Heine seconded the motion and it was approved unanimously by all those present.
22. **Correspondence** – There was none.
23. **Public Comment -** There was none.
24. **Board of Trustee Comments –** Ms. Remakel reminded the group that the NIAFPD Conference will be Jan 21st – 22nd, if anyone is interested in attending, to let her know. She also stated that IAFPD will be having their Trustee training either virtually on 1/29, which will be presented by our attorney, Shawn Flannery. There will also be an in – person session on March 26th in Cherry Valley.
25. **Adjournment –** There being no further business, Trustee Gustafson moved to adjourn the meeting. Trustee Scarpino seconded the motion and the Board adjourned at 18:19.

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**Secretary**