

# Hampshire Fire Protection District

## Board of Trustees

Minutes, February 8, 2023

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: Chief Herrmann, Deputy Larson, Jody Remakel

Staff Present: Cpt Stadie

3. **Additions or changes to the agenda** – The Chief asked to add the following items to the agenda: VFIS renewal, Village request, and Station bedroom remodel

4. **Minutes:**

- a. **Approval of the January 11<sup>th</sup>, 2023 Budget Hearing minutes** – Trustee Gustafson moved to approve the Budget Hearing minutes of January 11<sup>th</sup>, 2023. Trustee Heine seconded the motion and it passed unanimously.
- b. **Approval of the January 11<sup>th</sup>, 2023 Regular meeting minutes** – Trustee Gustafson moved to approve the minutes as presented. Trustee Scarpino seconded the motion and it was approved unanimously by all those Trustees present.

5. **Treasurer's Report**

- a. **Review of the January 2023 warrant list -**

The Board reviewed the January warrant list. Trustee Pechtold moved to approve the January warrant list in the amount of \$173,129.69. Trustee Gustafson seconded the motion and a roll call vote was taken. The motion passed unanimously.

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

- b. **Discussion and Approval of the January 2023 Financials**

Ms. Remakel took a moment to inform the Board of a recent check that had been sent to a vendor and was fraudulently deposited into another account. She reported that she has been working with the bank and police to get the monies returned. Trustee Heine moved

to approve the January 2023 financials. Trustee Scarpino 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		

- c. Update on Bonds** - Ms. Remakel reported to the Board that the monies from the Bond have been received and deposited with Heartland Wealth Management. She reported that there was approximately \$4,504,000 deposited due to the rates etc. Trustee Pechtold inquired what the rate the bond was ultimately issued at. She reported that because the bonds were issued in bundles, it varied but averaged around 3.5%. Assuming the District will receive a comparable to a C.D. on the account with the Wealth Management group, the District might actually be able to earn a little more than the cost of the loan to help offset the cost.
- d. Discussion and Approval of Engagement letter with Sikich for FY23 audit.** Ms. Remakel informed the board that the engagement letter provided by Sikich showed the cost of the audit for the District increasing by approximately \$600 and for the Pension Board \$100. Trustee Thompson felt that with all the areas the District is now getting involved in, it was not a good time to seek an alternate auditing firm and recommended staying with Sikich. Trustee Gustafson moved to approved Sikich for the 2023 audit. Trustee Pechtold seconded the motion and it was approved unanimously by all those present.
- e. Approval of year end transfers** – Ms. Remakel asked the Board if they would like to move forward with the following transfers per the budget or procedure.

  - 1) Transition fees to the Building fund. She reported there was currently \$81,630 received from the Village for the year.
  - 2) Impact funds to the Equipment fund. She reported the District received the Impact fees of \$56,990 from the Village per the recent request.
  - 3) Operating to the Equipment fund. She reported the District budgeted \$100,000 to be moved to the Equipment fund. She was corrected by Trustee Gustafson that the transfer should be \$200,000, the Board was in agreement the transfer to the Equipment fund should be \$200,000.

Trustee Gustafson moved to approve the transfers as reported.

## 6. Old Business –

- a. Discussion and Approval of Intergovernmental Agreement /Resolution 23-07 with the Village plans review** – The Chief provided the Board with a copy of the Resolution authorizing him to enter into an IGA with the Village to take over the billing of the fire plan reviews. He is anticipating this to generate approximately \$10,000 each year, based

on the rates the Village determines. Trustee Scarpino moved to approve Resolution 23-07. Trustee Heine seconded the motion.

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

## 7. Chief's Report

- a. **Review of Annual Report** - Chief Herrmann reviewed the annual report with the Board. The Board was impressed with the report as it clearly reflected not only the amount of time to prepare, but what the District accomplished the past year. President Thompson acknowledged Cpt Stadie for the number of "Saves", as it exceeded the national average.
- b. **Development update** – The Chief reported the Village is working on an industrial park that would be located on the old "Shireland" property. They are additionally in talks with another developer for a construction company at Big Timber and Highway 20.
- c. **1437 incident** – Chief Herrmann informed the Board that the neighbor to the east, had requested the District assist him in plowing his driveway. Unfortunately, when the employees attempted to clear the driveway, they hit his car. The damage was minor and the resident was understanding that it occurred at his request.
- d. **Station 2 update** – The Chief presented the Board with a presentation regarding the anticipated costs of the new station. He stated that unfortunately, the Station costs came in significantly higher than hoped. He discussed the various options for cutting costs, and also stated that he has confirmed that the District can take out a private note to make up the difference. He reported that based on the decrease in the Pension funding and the anticipated cost of additional financing, that the District should be able to afford the expense out of the Operating budget. The Board was concerned with some of the recommended cuts. Trustee Heine felt that they should reconsider eliminating the metal roof; Trustee Gustafson felt they should not eliminate the stone and brick façade. President Thompson did not agree with the 12' foot doors because of the issues with the sizes of the vehicles. Trustee Pechtold, Scarpino and Thompson all indicated they were in agreement with the additional financing. The Chief will continue to work through the plans and costs. He hopes to go out to bid in May or June and start the project in August. He did also state that the current cost for the new station includes up to \$100,000 in permit fees. He has requested the Village waive them, but was initially denied. He is pursuing other avenues to see if they can get some relief.
- e. **Monthly Report** - The Chief reviewed the monthly report with the board.

f. **Resignation letters** - The Chief reported that he received 4 resignation letters from members. He read each of the letters to the Board.

- 1) Aaron Thompson
- 2) Lindsey Gehringer (Seyl)
- 3) John M. Monegato
- 4) Mike Pape

g. **VFIS Proposal** - The Chief reported that he has received the latest quote from VFIS for upcoming year. Unfortunately, the rates are increasing and the District will see an increase in the cost of \$5,500, which will mean the insurance will cost \$39,000 next year.

h. **Village Request** – The Chief stated that the Village had contacted him regarding the use of the Fire station. The Village is annexing an area near the tollway, which has caused a stir amongst residents. They are anticipating a large turnout, and are requesting the use of the Fire Station as a satellite for their hearing on Monday at 7pm. The Board was in agreement.

i. **Station Bedroom remodel** - The Chief informed the Board that it was determined that the bid proposal for the bedroom remodel was not quoted out with prevailing wage, so they are having to go back and get the proper proposals again.

j. **Recognition for call** – The Chief reported that Lt. DePauw, FF Morgan, FF Way, FF Parenti, FF Ribandt, and FF Porto were recently recognized for their response to a call recently.

#### 8. Deputy Chief's report –

a. **Approval of surplus equipment** – The Deputy provided the Board with a list of items to declare was excess equipment. Trustee Thompson moved to approve the items as excess and can be discarded. Trustee Pechtold seconded the motion, and it passed unanimously by all those present.

b. **Monthly training report** – Deputy Larson informed the Board that there were 1100 hours of training in January. FF's Misner and Black completed their orientation. The District completed some ice rescue training. 3 fall interns who graduated the fire academy has started their orientation.

#### 9. New Business

a. **Appointment of FOIA/OMA Officer** – Chief Herrmann stated that the District is required to appoint an FOIA/OMA officer from the Board. Trustee Scarpino volunteered. Trustee Thompson moved to appoint Trustee Scarpino as the District FOIA/OMA officer. Trustee Heine seconded the motion. The motion passed unanimously.

- b. **Set date for the Annual Awards dinner** - Pending the Chief rearranging an event, the Board agreed to set the annual awards dinner date for the weekend of June 23<sup>rd</sup> or 24<sup>th</sup>.
- c. **Discussion and Approval of MABAS Agreement**– The Chief provided the Board with the MABAS agreement. Trustee Gustafson moved to approve Ordinance 23-08. Trustee Pechtold seconded the motion. It was approved unanimously by all those present.

**10. Correspondence** – The Chief provided a card from the Applehoff Family.

**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 Pechtold seconded the motion and the meeting was adjourned at 18:46.

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**Secretary**