

Hampshire Fire Protection District

Board of Trustee Meeting

January 10, 2024 – 6:00pm

1. Call meeting to order

2. Secretary – Roll Call

Tim Thompson – Present

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 Present:

3. The meeting opened with the pledge of allegiance.

4. Chief Herrmann asked to have an update from Dreymler and the pending snowstorm added to the Chief's report.

5. Minutes

- a. Upon review of the December 13, 2023 regular meeting minutes, Trustee Pechtold moved to approve the minutes as presented. Trustee Heine seconded the motion and it was approved unanimously by all those present.

6. Treasurer's Report

- a. Upon review of the warrant list, there were no questions. Trustee Heine moved to approve the December warrant list in the amount of \$1,970,162.64, which included a large payment for the construction of Station 2. Trustee Gustafson seconded the motion and a roll call vote was taken. The motion passed unanimously by all those present.

Ayes - Steve Gustafson, Rick Heine, Brian Pechtold, , Tim Thompson

Nays – None

Abstain – None

Absent- David Scarpino

- b. Ms. Remakel reported to the Board that she had added a summary to page 1 of the Financial Report to reflect the principal balance of the bonds after the recent payment. Upon review of the Financial Report, Trustee Pechtold moved to approve the December financials as presented. Trustee Gustafson seconded the motion and a roll call vote was taken. The motion passed unanimously by all those present.

Ayes - Steve Gustafson, Rick Heine, Brian Pechtold, Tim Thompson

Nays – None

Abstain- None

Absent- David Scarpino

- c. The audit report was presented by Sikich representative Brian LeFevre. Trustee Thompson inquired as to what year the transfer to down state pension began. Ms. Remakel stated that this was the first complete year.
- d. Upon review of the audit, Trustee Thompson stated that he would like to request an Engagement Letter from Sikich for the FY24 audit. Mr. LeFevre will acknowledge and would ensure one was sent. There were no further questions. Trustee Gustafson moved to approved the audit as presented. 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, Brian Pechtold, Tim Thompson

Nays- None

Abstain- None

Absent- David Scarpino

7. Chief's Report

- a. Impact Fee Update- The Chief reported that there is \$78,000 in the Impact Fee account at the village.
- b. BOFC Attorney Response Update- The Chief reported that he has received an application from the District Attorney with wording to reflect no political party affiliation. Trustee Gustafson questioned as to how other BOFC received pay for their term on the committee. Trustee Gustafson suggested paying members \$100 per diem. Chief Herrmann stated the he will provide a draft document to reflect the per diem pay and add the department letter head to the application.
- c. W.R. Meadows Donation/Station 2 Contribution- The Chief reported that W.R. Meadows gave a Christmas donation to the department in the amount of \$2,000. The Chief also reported that \$12,000 of product donated from W.R. Meadows was used during the construction of Station 2. The Chief stated that W.R. Meadows and SMC will be invited to the District Awards Night.
- d. Station 2 Update- The Chief reported that the electric and HVAC have been installed, and drywall has begun. Furnishings for the station are starting to be purchased, and a meeting with SMC and Studio 222 is scheduled for Thursday January 11th at 9:00 a.m.
- e. Development Update- The Chief reported that only 8 new home permits were issued in December.
- f. Tollway Incident- The Chief reported that on December 30, 2023, there was a significant MVA on I-90. The Chief reported a 6-car accident, with one roll-over vehicle on fire, which

was upgraded to a 2nd alarm ambulance box. In total, 9 patients were transported and an additional 4 car MVA occurred after the initial accident. The Chief commended the crew for a job well done, and submitted the call to Sherman Hospital for recognition.

- g. 2023 Final Report- The Chief reported that the Annual Final Report would be presented at the February meeting.
 - h. Chief Presentation- The Chief reported that Engine 1413, that was purchased in 2006, was having numerous electrical issues. The Chief reported that any discussion on the engine would be part of his presentation at the February meeting.
 - i. Monthly Report- The Chief presented the Monthly Report for Board members to review.
 - j. Discussion and Approval of the PTO Statue- The Chief reported that as of January 1, 2024, the State of Illinois established the "Paid Leave for All Workers Act. This act gives all part-time employees 3.3 hours per month off, but will not include permanent part-time employees as they accrue vacation days and receive Kelly Days. The Chief stated that these days would prove an administrative nightmare. He suggested giving each eligible employee 40 hours per calendar year at which will accrue 3.33 hours each month. The Chief stated that he was looking for input from the Board. Trustee Thompson stated that he would like to see this in policy form, and that further discussion and approval would be once the policy is completed and reviewed.
 - k. Additional- Pending Snowstorm- The Chief reported that due to an impending snowstorm predicted for the end of the week, he would be implementing the agreement with the Illinois Tollway for inclement weather and sending 2 members of the duty crew to stage at the M6 building in Brush 1438. The Chief stated that this vehicle was a BLS rig and able to render aid until further units arrive. The Chief will implement this on Friday morning.
 - l. Additional- Dreymler Hazmat- The Chief reported that the District Attorney had reached out to Mr. Reiser regarding payment for last summer's hazmat incident, but the matter is not progressing. The attorney will be moving forward with action.
8. Deputy Chief's Report-
- a. The Deputy Chief reported that the department had completed 1,087 hours of training in the month of December.
 - b. The Deputy Chief reported that the departments four interns recently graduated from the Fire Academy at ECC. The four interns recognized were: Brett Bloomberg, Riley Bloomberg, Mitchell Dalby and Cesar Palomares.
 - c. The Deputy Chief reported that FF Aiden Best has completed his orientation and has begun to work shift.
 - d. The Deputy Chief reported that Inspector Mark Clauss has completed NIMS 200 and NIMS 300.
9. Correspondence-
- a. The Chief reported that ECC had recently sent a thank you card to the department to thank Chief Herrmann and Deputy Chief Larson for assisting with mock interviews.

- b. The Chief reported that he had recently received a thank you card from Jon DeRaedt for care given during a recent ambulance call. The Chief stated he would present the cards for members to review at the February meeting.

10. Old Business –

- a. There was none

11. New Business

- a. Ms. Remakel reported that upcoming Trustee training will be hold on April 20, 2024 in Cherry Valley for those interested.

12. Public Comment – There was none

13. Closed Session

- a. Trustee Gustafson motioned enter closed session for the purpose to discuss a specific employee. Trustee Heine seconded the motion and a roll call vote was taken. The motion passed unanimously by all those present. The closed session meeting began at 18:40.

Ayes- Steve Gustafson, Rick Heine, Brian Pechtold, Tim Thompson

Nays- None

Abstain- None

Absent- David Scarpino

- b. Upon a roll call vote, the Board returned to open session at 18:47.

14. Oath of Office

- a. Board Members relocated to the Apparatus Bay for the Oath of Office Ceremony for: Aiden Best, Brett Bloomberg, Riley Bloomberg, Mitchell Dalby, Filemon Galvan and Cesar Palomares.
- b. Refreshments were enjoyed by all those attending.
- c. Trustee Gustafson made a motion to adjourn the meeting. Trustee Heine seconded the motion and it passed unanimously by all those present. The meeting was adjourned at 19:17.