

Hampshire Fire Protection District

Board of Trustee Meeting

December 11, 2024

1. Call meeting to order

2. Secretary – Roll Call

Tim Thompson – Present

Steve Gustafson – Present

Brian Pechtold- Present

Rick Heine- Present

Administration:

Trevor Herrmann – Fire Chief

Eric Larson- Deputy Fire Chief

Sheri Stadie - Captain

Jody Remakel – Financial Director

Staff Present:

Laura Watt, Amanda Stahulak

3. Request for additions or deletions to the agenda- The Chief requested to add Federal Funding Update and Ambulance 1453 Out of Service to his Monthly Report.

4. Minutes

- a. Regular Meeting Minutes- Upon review of the November 13, 2024 Regular Meeting minutes, Trustee Gustafson moved to approve the minutes as amended. Trustee Saunders seconded the motion and it was passed by all those present.
- b. Closed Meeting Minutes- Upon review of the November 13, 2024 Closed Meeting minutes, Trustee Gustafson moved to approved the minutes as presented. Trustee Pechtold seconded the motion and it was passed by all those present.

5. Treasurer's Report

- a. Warrant List- Upon review of the October Warrant List, there were no questions. Trustee Gustafson thanked the FFITB for their purchases. Trustee Gustafson moved to approve the Warrant List in the amount of \$415,855.71. Trustee Heine seconded the motion and a roll call vote was taken. The motion passed unanimously by all those present.

Ayes – Tim Thompson, Rick Heine, Brian Pechtold, Edward Saunders, Steve Gustafson

Nays – None

Abstain – None

Absent- None

- b. Discussion and Approval of November Financials- Ms. Remakel informed the Board that the audit is almost complete, but she is waiting on a couple of replies. Upon review of the November Financials, there were no questions. Trustee Pechtold moved to approve the report as presented. Trustee Saunders 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, Edward Saunders, Tim Thompson

Nays – None

Abstain – None

Absent- None

6. Chief's Report

- a. BOFC Update- The Chief reported that the BOFC was unable to meet prior to the December BOT meeting. The Chief reported that the Lieutenant exam study materials are out and the planned date for the exam will be in February.
- b. Purchase of 1403 Update- The Chief reported that vehicle 1403 is insured and in service.
- c. Development Update- The Chief reported that there were 19 residential permits issued in November which totaled to over 150 for the year. The Chief handed out a report on the Commercial activity for the Board's review.
- d. Awards Dinner Date- The Chief stated that he has talked with Jake Goebbert regarding dates for the awards dinner. The Chief stated that he was given the dates of: Saturday May 24th, Friday May 30th, Friday June 20th and Friday June 27th. Trustee Gustafson stated that May 24th would be Memorial Day weekend. The Board agreed on the date of Friday May 30th to hold the awards dinner. The Chief stated that he will contact Jake with this date.
- e. Update on Staffing- The Chief reported that FF Blonskij has returned to work which has created less overtime. The Chief reported that St. 2 had no closures during the month of November and that he has opportunities to hire additional part-time employees. Trustee Thompson asked if the Light Duty Policy was for the firefighter who had just returned to work. The Chief stated that the policy was for this firefighter, but the Union had never got back to him about the policy. Trustee Thompson inquired if the Firefighter was back to full-duty. The Chief responded that he was.
- f. Randy Heine Memorial Money- The Chief reported that St. John's Church had presented \$2,030.00 to the department from their BBQ fundraiser at a church service that he and the Deputy Chief attended. The Chief reported that over \$6,000.00 had been raised in Randy's name. The Chief stated that a thank you letter was sent to the church and a plaque in Randy's name is on the bench at St. 2.
- g. Retiree Breakfast Reminder- The Chief reminded the Board that the breakfast will be held on Thursday December 19th. The breakfast will be at St. 2 beginning at 08:30.
- h. Monthly Report- The Chief reviewed the Monthly Report with the Board.

- i. Federal Funding Update- The Chief reported that he had talked to Mr. Foster's Secretary, Maria, who had informed the Chief that the funding should be approved between January through March.
- j. Ambulance 1453 Out of Service- The Chief reported that Ambulance 1453 has been taken out of service due to a motor issue with oil in the coolant. The Chief stated that the ambulance is currently at Harvard Ford and he is waiting on a call to report what the repairs will be. The Chief stated that Ambulance 1451 is now at St. 1 and that St. 2 will be running the ALS engine for the time being. The Chief reported that he has had no updates on the new ambulance which is slated for delivery in May of 2025.

7. Deputy Chief's Report-

- a. Monthly Training Report- The Deputy Chief reported personnel had completed a total of 680 hours of training in the month of November. The Deputy Chief reported that Lt. Ramirez has completed his ATF and Confined Space Technician classes, FF Morgan completed FAE and FF Serrano completed VMO and ATF. The Deputy Chief reported that proficiency testing for all firefighting personnel is in progress. The Deputy Chief reported that he and the Chief had attended a table top active shooter event with District 300.
- b. IPRF Audit- The Deputy Chief stated that he and the Chief had met with IPRF for the department's bi-annual review/audit. The Deputy Chief explained that IPRF reviews the department's claims in the past months and gives insight on how to correct the claims if possible. The Deputy Chief stated that the department also goes through a NFPA 1500 checklist. The Deputy Chief stated that the biggest suggestions given from IPRF were to incorporate stretching into daily routines before training drills and physical fitness and to also slips/trips/falls precautions into training. The Deputy Chief felt that the audit went well.
- c. DeLong Grant- The Deputy Chief stated that the DeLong Company has awarded the department a grant in the amount of \$5,500.00. The Deputy Chief stated that the money had been requested in order to purchase a technical rescue tripod system suggested by Lt. Ramirez. The Deputy Chief stated that the tripod mounts on top of a confined space, such as a grain bin and secures rescuers who are entering the confined space. The Deputy Chief stated that the grant will also allow the department to purchase a cordless drill that will be used with the grain auger. Trustee Thompson asked who wrote the grant and the Deputy Chief stated that he had written the grant. The Chief commended the Deputy Chief on a job well done.

8. Correspondence-

- a. There was none.

9. Old Business-

- a. Ratify Vote on Health Insurance- Trustee Gustafson moved to ratify the vote on the health insurance as presented. Trustee Saunders seconded the motion and a roll call vote was taken. The motion passed unanimously by all those present.

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

Nays- None

Abstain- None

Absent- None

10. New Business-

- a. Approval of Levy- Ordinance 24/25-02- Trustee Gustafson moved to approve the levy ordinance 24/25-02 for a total of \$3,400,000 plus the bond repayment. Trustee Heine seconded the motion and a roll call vote was taken. The motion passed unanimously by all those present.

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

Nays- None

Abstain- None

Absent- None

11. Trustees Comments-

- a. Trustee Saunders asked the Chief if he has had any updates regarding the department's ISO rating. The Chief stated that he has not had any updates and anticipates an update in March.

12. Public Comments-

- a. There was none

13. Closed Session-

- a. Trustee Pechtold moved to enter Closed Session for the purpose of personnel. 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 18:15

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

Nays- None

Abstain- None

Absent- None

- b. Upon a roll call vote, the Board returned to Open Session at 18:27.

14. Motion to take action on Closed Session

- a. No action was needed.

15. Motion to Adjourn- Trustee Gustafson moved to adjourn the meeting. Trustee Pechtold seconded the motion and it passed unanimously by all those present. The meeting was adjourned at 18:28.

Next regular meeting- Wednesday January 8, 2025, and Saturday, Jan 11th at 9am.