**Hampshire Fire Protection District**

**Board of Trustees**

**Minutes, April 13, 2022**

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, Lt. DePauw, Lt. Rice, Lt. McBride, FF Morgan, FF Jung, FF Muehleman

1. Changes or additions to the agenda. – The Chief asked to vacation, correspondence, and Sherman call of the months and update on Maki case, and an update on development.
2. **Minutes –**
3. **Approval of March 9, 2022 Regular meeting minutes -** Trustee Pechtold requested that item 6b, be changed to reflect he did not second the motion as he was absent from the meeting. Trustees Gustafson moved to approve the minutes of the March 9, 2022 meeting to reflect the following change, *Trustee Gustafson seconded the motion.*  Trustee Heine seconded the motion and the motion passed.
4. **Approval of March 9, 2022 Closed meeting minutes -**  Trustee Gustafson moved to approve the closed minutes from March 9, 2022. Trustee Heine seconded the motion and it was approved.
5. **Treasurer’s Report**
6. **Approval of the March warrant list –** Trustee Scarpino moved to approve the March 2022 Warrant list for the amount of $264,051.58. Trustee Heine 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 March 2022 financials** – Ms. Remakel advised the Board that the negative balance represented on the Balance Sheet for the checking account, was strictly an internal item. She was aware there was a $100,000 check issued for one of the vehicles that had not been delivered to the vendor, so she had not arranged for an additional bank transfer until after the end of the month. Trustee Heine moved to approve the March 2022 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

1. **Discussion and approval of an expense of an employee or elected official –** Ms. Remakel reported that there was a bill for Kevin Fox to be reimbursed for his lodging at a recent training seminar. Trustee Scarpino moved to approve he payment of lodging for Kevin Fox. Trustee Gustafson seconded the motion and it was approved unanimously.

David Scarpino Aye Tim Thompson Aye

Steve Gustafson Aye Brian Pechtold Aye

Rick Heine Aye

1. **Status of Certificates of Deposit** -Ms. Remakel advised the Board of the number of C.D.’s that were currently invested at the Brokerage. Since the rates were so low, she had been letting the C.D.’s mature and placing the monies in the MM account with the Broker. However, as rates are starting to creep back up, she did invest in one for 1 year. She plans to keep putting them into the market at shorter terms while the market determines where it is going.
2. **Signatures on bank resolutions updates**– Ms. Remakel asked the President and Treasurer to sign an updated bank resolution. The previous one still listed former Fire Chief Robinson on the account.
3. **Old Business**
4. **Pingree Grove partnership update –** Chief Herrmann reported that he has met with the attorney and he does not have any issues with the proposed arrangement. The Chief wanted to meet again with Pingree Grove still before they move forward.
5. **Chief’s Report –**
6. **Complaint** – The Chief informed the Board when the Tender dumps the water they usually do it in the back of the station in the parking lot. The neighbor to the east, came over the last time and yelled at the staff, sent an email to the Fire Chief and also an email to the Village of his complaint of the issue it was causing in his back yard. The Fire Chief did sit down and discuss the matter with the neighbor. He has since implemented the procedure that this will now have to be done in areas where this does not cause a problem for draining.
7. **FF Injuries**– The Chief reported that the individual that was injured back in November is still in therapy. In March another employee was injured but did not meet the workers compensation requirement of being off 3 full shifts, to get reimbursed. Since the employee was a permanent part-time employee and depends on their wages from the station, the Chief is requesting that he have permission to pay the employee for the missed shifts. He stated the Ms. Remakel is in the process of filing a claim with one of our carriers to hopefully get reimbursed for the expense. The Board was in agreement with paying the PPT employee for the lost wages.
8. **Genoa Trailer** – Genoa Fire Department reached out regarding what they thought was a shared trailer among 4 department, that was used for the Association water fights. The Chief responded that we have no record of anything to do with the trailer and they are free to do whatever they deem necessary.
9. **Non-transportation billing discussion** – The Chief informed the Board that currently the district does not bill for patients that do not get transported. He would like the Board to consider pursuing billing for these calls. He reported that there is currently between 250 – 300 non transport calls. The current rate that other departments collect is between $250 - $500. Trustee Thompson was hesitant to agree to this proposal. He requested the Chief to define who would get billed. The Chief responded that there are many diabetic calls and lift assists that they go on. Trustee Thompson proposed a couple of examples where he opposed the idea. For example, a teenager that gets in a fender bender, or a neighbor calling in on a neighbor that doesn’t request the call. Ultimately, Trustee Thompson was comfortable if the department was allowed some discretion when determining if they would be billed. Trustee Pechtold inquired if Medicare would pay. The Chief responded that yes, the Medicare does pay for these calls. Trustee Gustafson and Scarpino liked the idea.
10. **DC Larson – CFO** - The Chief reported that the Deputy has received his state certification as a Chief Fire Officer and wanted to recognize him, as it is a big achievement that takes almost a year to complete.
11. **Strategic Plan discussion** – The Chief explained that he has sent the strategic plan out to many of the residents. He has received very positive feedback, with the majority of people not realizing what all is done at the Fire District.
12. **Illinois Tollway Agreement** – The Illinois Fire Chiefs were able to renegotiate the terms with the Illinois Tollway. He stated this is good news for the district, were in the past, they were only able to bill $300 - $400 per call if they did not transport anyone. Now they will be getting $500 on all calls as well as billing on the transportation. Since the District responds to the tollway 35-45 times a year, that should amount to an additional $20,000 each year.
13. **1431 Repair update** – The Chief reported that while they expected the repairs on 1431 to come in around $23,000 there were additional repairs that were necessary, so it will actually cost $32,000.
14. **1411 Update** – The Chief informed 1411 is back. The repairs were taken care of. Training is almost complete and they are working on the final orientation. They plan to put it into service on 4/25 at 9am after the staff meeting.
15. **Referendum** – The Chief stated they have started working educating the public by posting on Facebook. He recently was stuck behind the ambulance when a train went by and was able to get the picture posted. He has received mostly positive feedback on Facebook. He is also planning on having meetings for the residents to attend and answer their questions.
16. **Vacation** – The Chief reported that he will be going on vacation at the end of May and early June. The Deputy will be out of the office and there will be a 3 day overlap during that time which the Pingree Fire Chiefs have agreed to cover.
17. **Thank you letters** - The Chief reported that the district received a thank you note from FF Mike Pape and his family after the loss of his father. The district also received a letter from the West Dundee Fire Department. Jim Schultz from the department recently passed away.
18. **Sherman Call of the Month** – The Chief informed the Board that the red shift with Lt. Rice, FF Serrano, FF Porto, FF Geary and FF Jordan, received the call of the month award from Sherman.

Additionally, black shift with Lt. Marlowe, Lt. McBride, FF Ramirez, and FF Black recently responded to a tollway accident, and a call with a broken back. He was very proud of both shifts on the handling of their calls.

1. **Outstanding Workers Compensation claim** - The Chief reported IPRF has a new representative that is now working the Maki claim and they are looking to get the case to trial.
2. **Development update** – The Chief reported that the local development is still going crazy. Crown now has 25 homes in construction, there are 18 homes in the Tamms farm development. One of the developers when to the zoning board trying to get their project for 20 & Gast to be fast tracked. He also reported that the merger of the RR is expected to increase the number of trains over a period of time from 3 – 11 trains a day that will be coming through the Town. He reported that the Village intends to put double gates at the State St. crossing and closing the East St. crossing.
3. **Monthly report** – The Chief reviewed the February monthly report.
4. **Deputy Chief’s report –**
5. **Intern updates** – The Deputy reported that the 3 interns have been assigned to a shift and are starting to assimilate into the department.
6. **Grant updates** – The Deputy stated he is still waiting for responses, but has not received any denial letters so that is good news for now.
7. **Monthly training report** – The Deputy reported that there were over 1300 training hours in the month of March. There were 3 people that attended the Peer Support Symposium. They completed the grain bin rescue training and a joint training with Huntley.
8. **New Business –**
9. **Opening bids for extrication tools**– Trustee Thompson acknowledged there was only 1 bid received. It was from Air One Equipment. There was the Hurst for $11,389; the Spreader was $11,590, and the Ram package was $8,395 for a total of $31,374. Trustee Gustafson moved to approve the purchase the Extrication tools from Air One Equipment for $31,374. Trustee Pechtold seconded the motion and it was approved unanimously.

David Scarpino Aye Tim Thompson Aye

Steve Gustafson Aye Brian Pechtold Aye

Rick Heine Aye

Trustee Gustafson questioned what would be done with the old equipment. The Chief responded that they intend to keep the old equipment.

1. **Discussion and Approval to declare 1437 pump, tank and hose reel excess equipment Resolution 22-9**

Trustee Gustafson moved to approve resolution 22-9 declaring the equipment as excess. Trustee Heine seconded the motion and a roll call vote was taken. The motion passed.

Tim Thompson Aye Steve Gustafson Aye

Brian Pechtold Aye Rick Heine Aye

David Scarpino Aye

The Chief reported that he contacted the attorney can declare and sell the equipment with a waiver for $500.

1. **Budget Presentation** – The Chief reviewed the proposed line-item budget with the Board and answered any questions.
2. **Public Comment -** There was none.
3. **Board of Trustee Comments** – Cherry **Valley report**

 Trustee Gustafson reported on the training session in Cherry Valley.

1. **Oath of Office** - The Board recessed and moved into the apparatus floor where Trustee Thompson administered the Oath of office to the following individuals; Chris Blonskij, Collin Thomas, Daniel Geary, John Rufo, and Zack Way. The families enjoyed refreshments following.
2. **Adjournment –** There being no further business, Trustee Gustafson moved to adjourn the meeting. Trustee Scarpino seconded the motion and the Board adjourned at 19:08.

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**Secretary**