

# Hampshire Fire Protection District

## Board of Trustee Meeting

July 10, 2024

1. Call meeting to order

2. Secretary – Roll Call

Tim Thompson – Present

Steve Gustafson – Present

Rick Heine- Present

Brian Pechtold- Present

Edward Saunders- Present

Administration:

Trevor Herrmann – Fire Chief

Eric Larson- Deputy Fire Chief

Sheri Stadie - Captain

Jody Remakel – Financial Director

Staff Present:

John DePauw, Jenny Misner, Tyler Ott

3. Chief Herrmann asked to add firefighter replacement gear under New Business.

### 4. Minutes

- a. Upon review of the June 12, 2024 Regular Hearing minutes, Trustee Gustafson moved to approve the minutes as presented. Trustee Saunders seconded the motion and it was passed by all those present.
- b. Upon review of the June 12, 2024 Closed Meeting minutes, Trustee Pechtold moved to approve the minutes as presented. Trustee Heine seconded the motion and it was passed by all those present.

### 5. Treasurer's Report

- a. Upon review of the updated May Warrant List, there were no questions. Ms. Remakel reported that the highlighted items on the Warrant List were added after reconciliation was complete. The highlighted items are debit card purchases that she was not aware of at the time of the June meeting. Ms. Remakel stated that the Warrant List is returning to normal now that the majority of St. 2 purchases were done. Trustee Heine moved to approve the Warrant List 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, Edward Saunders, Tim Thompson

Nays – None

Abstain – None

Absent- None

- b. Upon review of the June Warrant List, there were no questions. Trustee Pechtold moved to approve the Warrant List as presented. Trustee Saunders 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

- c. Upon review of the May Year-End Financials, there were no questions. Ms. Remakel directed members to the Balance Sheet and what is referred to "Net Income" for a business. Ms. Remakel cautioned the BOT not be concerned with the negative \$2M number. Ms. Remakel explained that this number is due to the construction of St.2. Trustee Gustafson moved to approve the Year-End Financials as presented. Trustee Saunders seconded the motion and a roll call vote was taken. The motion passed unanimously by all those present.

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

Nays- None

Abstain- None

Absent- None

- d. Upon review of the June Financials, there were no questions. Ms. Remakel directed members to the June Balance Sheet and explained that there are now separate accounts for the Equipment and New Building Funds, which makes the Balance Sheet much cleaner. Ms. Remakel stated that it is much easier to see how much money is in each Fund and where the dollars are held (Heartland vs. CD's). Trustee Pechtold moved to approve the June Financials 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. Staffing Update- The Chief reported that since the opening of St. 2, the department is short on medics and engineers, which has created numerous overtime shifts. The Chief stated



- that he doesn't foresee this issue improving anytime soon. The Chief reported that he has been able to supplement the overtime with the part-time wages which are under budget.
- b. Station 1 Update- The Chief reported that work on St. 1 has begun. Laura Black and Amanda Stahulak have been doing interior painting, and Incredible Builders is scheduled to start work on the Lieutenant's Office on Monday. The Chief reported that the shop area and back bay have been organized as well.
  - c. Engine 1411 Update- The Chief reported that the new engine has arrived and crews have begun training. The Chief stated that the engine should be in service by the end of July/early August.
  - d. Vehicle Fire Blanket- The Chief reported that due to the increasing amount of electrical vehicles on the roads, and the difficulty in extinguishing them in the event of a vehicle fire, a fire blanket was purchased with Memorial Money. The Chief explained that this blanket can be used for 5 vehicle fires and the cost is \$975.00. Trustee Gustafson asked if there was a way to be reimbursed for these fires. Trustee Pechtold asked if the department does billing for vehicle accidents and fires. The Chief and Deputy Chief stated that only non-residents are billed for vehicle accidents and fires.
  - e. Development Update- The Chief reported that 11 residential permits were issued in June, with no commercial.
  - f. BOFC Update- The Chief reported that the BOFC met with the attorney last month and will meet again on August 31<sup>st</sup> to prepare for the upcoming Lieutenant exam process.
  - g. 140 S. State St. Haz Mat Update- The Chief reported that he has sent a letter, along with all documentation for the State Fire Marshal. This letter will go on to the Attorney General in order to collect the maximum of \$10,000. The Chief also reported that the sale of the business has fallen through.
  - h. Part-Time New Hire- The Chief reported that Deputy Chief Larson and Captain Stadie recently interviewed a gentleman who is a full-time firefighter/paramedic with the Schaumburg Fire Department for a part-time position on the department. The Chief reported that he has his physical scheduled and he would like to move ahead with hiring and providing the Oath of Office at August's meeting.
  - i. Monthly Report- The Chief reviewed the Monthly Report with the BOT.
  - j. John Maynard Memorial Donation- The Chief reported that the John Maynard family had donated \$50 in his memory. The Chief stated that there will be a memorial plate placed on the board for Mr. Maynard.
  - k. Extrication Tools Purchase- The Chief reported that he would like to move forward with the purchase of a second set of battery-operated extrication tools. The Chief reported that the cost of the tools is \$35,000 and that the money was already in the budget for the purchase. The Chief stated that both engines will then have identical extrication tools. The Chief stated that he was looking into selling one set of the hydraulic tools. Trustee Gustafson asked what the hydraulic tools would be worth. The Chief stated that he is looking into the price. Trustee Saunders motioned to approve the purchase of the extrication tools. Trustee

Heine seconded the motion and a roll call vote was taken. The motion passed unanimously by all those present.

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

Nays- None

Abstain- None

Absent- None

- I. Discussion and Approval of Ordinance #25/26-1- EMS Billing Rate Changes- The Chief reported that Paramedic Billing Services had recommended some changes to the verbiage on the ordinance. The new recommended rates would be \$2231.44 for BLS calls, and \$3282.80 for ALS calls. Non-transport billing will remain the same. These amounts are from the GEMT calculations. The Chief stated that we currently charge \$10 per mile, but stated that the average is \$25 per mile. The Board agreed to increase the mileage to \$20 per mile. Trustee Pechtold motioned to approve the billing and mileage rate changes. Trustee Gustafson seconded the motion and a roll call vote was taken. The motion passed unanimously by all those present.

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

Nays- None

Abstain- None

Absent- None

#### **7. Deputy Chief's Report-**

- a. Monthly Training Report- The Deputy Chief reported that the department completed 840 training hours in the month of June. The Deputy Chief reported that Laura Black had attended a 40-hour Confined Space Operations class and received her State certification.
- b. The Deputy Chief reported that the department is scheduled for the ISO evaluation on Friday, July 26<sup>th</sup> at 09:00.

#### **8. Correspondence-**

- a. The Chief reported that he and Captain Stadie had attended a Business Expo held by the Hampshire Chamber of Commerce in May and had received a thank you letter from the Chamber for their attendance. The Chief reported that Deputy Chief Larson sends out sympathy cards to the departments of fallen members and had received a thank you letter from one of those departments. The Chief reported that he had received thank you letter from Senator Syverson for the invitation to the station dedication. The Senator presented St. 2 with a framed picture of the Firefighter Memorial and is also presenting one to St. 1. The Chief reported that he also had received a thank you letter from a disabled veteran resident who had asked for assistance in changing the flag at his home.



**9. Old Business-**

- a. There was none

**10. New Business-**

- a. The Chief reported that a firefighter had his gear damaged at the townhome fire, and the gear would need to be replaced. The Chief stated that the insurance company had approved the replacement.

**11. Trustees Comments-**

- a. There was none

**12. Public Comments-**

- a. There was none

**13. Closed Session-**

- a. Trustee Gustafson moved to enter closed session for the purpose of personnel. Trustee Pechtold seconded the motion and a roll call vote was taken. The motion passed unanimously by all those present. The closed session meeting began at 18:22.

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 18:44.

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

Nays- None

Abstain- None

Absent- None

**14. Motion to take action based on closed session-** No action was taken.

- 15. Motion to Adjourn-** Trustee Gustafson moved to adjourn the meeting. Trustee Heine seconded the motion and it passed unanimously by all those present. The meeting was adjourned at 18:45.

**Next regular meeting- Wednesday August 14, 2024**