

**Hampshire Fire Protection District**  
**Board of Trustee Meeting**  
**January 8, 2025**

1. Call meeting to order

2. Secretary – Roll Call

Tim Thompson – Present  
Steve Gustafson – Present  
Brian Pechtold- Present  
Rick Heine- Present  
Eddie Saunders - Absent

Administration:

Trevor Herrmann – Fire Chief  
Eric Larson- Deputy Fire Chief  
Jody Remakel – Financial Director  
BOFC – James Larsen  
BOFC – Johnny Sengmany

Staff Present:

Lt. Rice, FF Blonskij, FF Sardo

3. Request for additions or deletions to the agenda- The Chief asked to add a couple of items to Correspondence.

**4. Minutes**

- a. Regular Meeting Minutes- Upon review of the December 11, 2024 Regular Meeting minutes, Trustee Gustafson moved to approve the minutes as amended. Trustee Pechtold seconded the motion and it was passed by all those present.
- b. Closed Meeting Minutes- Upon review of the December 11, 2024 Closed Meeting minutes, Trustee Heine 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 December Warrant List, there were no questions. Trustee Heine moved to approve the Warrant List in the amount of \$235,541.24. Trustee Gustafson 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, Steve Gustafson

Nays – None

Abstain – None

Absent- Eddie Saunders

- b. Discussion and Approval of December Financials- Trustee Pechtold moved to approve the report 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- Eddie Saunders

## **6. Chief's Report**

- a. BOFC Update- The Chief deferred the report to Fire Commissioner Sengmany. Commissioner Sengmany reported that they have had 3 purchases of the firefighter test, with 0 submissions so far. The deadline is January 27<sup>th</sup>. For the Lieutenants exam they will have an orientation on January 29<sup>th</sup>, the assessment on February 20<sup>th</sup>, and the written exam on February 27<sup>th</sup>. They plan to include Deputy Larson in the interviews. There were a couple of adjustments for the SOP's and the BOFC is forming the questions for the testing with the assistance of the attorney.
- b. W.R. Meadows check- The Chief reported that the District received \$2,000 from W.R. Meadows again this year. A thank you letter was sent out and they were invited to the annual breakfast.
- c. Development Update- The Chief reported that there were 15 residential permits issued in December which totaled to over 166 for the year.
- d. Awards Dinner Date- The Chief reported that the annual dinner is scheduled for May 30<sup>th</sup>, at Goebbert's. With a 6pm social hour and dinner to follow.
- e. Update on Staffing- The Chief reported that they did not have to close Station 2 in the month of December. It was heavy month with vacation and Kelly days, so there was overtime paid on 40% of the days in December.
- f. Monthly Report- The Chief reviewed the monthly report with the Board. Trustee Pechtold inquired on the status of the ambulance. The Chief reported it was back and the problem with the coolant getting into the engine due to a bad valve.

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

- a. Monthly Training Report- The Deputy Chief reported there was over 650 hours of training in the month of December. Personnel continued completing their annual skills proficiency books. Intern Ethan Walters received his Basic Operations Firefighter and Hazmat Operations state certifications

## **8. Correspondence-**

- a. Chief Herrmann reported that they have received a nice thank you letter from the Rackow family for their response for Fred.

- b. The Chief also stated there was a thank you letter and Christmas card from the family in Pingree Grove that had a fire in February.
- c. The Chief also reported that they have received 2 resignation letters. One from Jeremy Marshall who just completed his probation at Elgin, and one from Lexi Muehleman who is moving to Tennessee.

**9. Old Business-**

- a. None

**10. New Business-**

- a. None

**11. Trustees Comments-**

- a. Trustee Gustafson inquired when the Chief's retirement celebration is scheduled. The Chief responded May 17<sup>th</sup>.
- b. Trustee Thompson asked the Board if they had all received the packets of resumes and asked that they please review them before the meeting on Saturday.

**12. Public Comments-**

- a. There was none

**13. 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 18:15.