

Hampshire Fire Protection District

Board of Trustee Meeting

April 9, 2025

1. Call meeting to order

2. Secretary – Roll Call

Tim Thompson – Present

Steve Gustafson – Present

Brian Pechtold- Present

Rick Heine- Present

Edward Saunders- Present

Administration:

Trevor Herrmann – Fire Chief

Eric Larson- Deputy Fire Chief

Sheri Stadie - Captain

Jody Remakel – Financial Director

Staff Present:

Josh Morgan, Jenny Misner, Cesar Palomares, Riley

Bloomberg, Scott McBride, Kohlman Steuber,

Johnny Sengmany

Others Present:

Dave Schmidt, Bill Misner

3. Request for additions or deletions to the agenda- No additions or deletions were requested.

4. Minutes

- a. Regular Meeting Minutes- Upon review of the March 12, 2025 Regular Meeting minutes, Trustee Pechtold moved to approve the minutes as presented. Trustee Gustafson seconded the motion and it was passed by all those present.
- b. Closed Meeting Minutes- Upon review of the March 12. 2025 Closed Meeting minutes, Trustee Gustafson 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. Warrant List- Upon review of the March 2025 Warrant List, Trustee Gustafson moved to approve the Warrant List, with the correction in the amount of \$250,964.68. 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

- b. Discussion and Approval of March Financials- Upon review of the March Financials, Trustee, Heine 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. Plan Review Fees- The Chief reported that he and Fire Marshal Clauss met with the Village to discuss a potential change in the Plan Review Fee Schedule. The Chief reported that he declined the proposal from the Village as it would cause the District to lose money.
- b. Impact Fee Update- The Chief reported that he had met with the Village to discuss the building fee structure and upcoming anticipated revenues to the District. He reported, Impact fees vary based on development. Transition fees are \$893.83 per unit. Classification fees (Commercial) fees have increased to \$.25 a square foot. Tuscan Woods Phase 2 should start soon which has 350-400 units, that should generate \$520,000 for the District. The Village is still looking for a builder for the Oakstead development. There are a total of 1100 units in that development, of which 800 are HFPD which should generate \$800,000 in fees for the District. Fees are expected to be reviewed in 2031. Prairie Ridge development still has 1700 homes left, which equates to \$1.8M for the District. All 3 developments equal \$3.2M over multiple years. He reported that there is 2.5M square feet of commercial ready for development. This will represent an additional \$625,000 to the District.
- c. Development Update- The Chief reported that there were 23 residential permits issued in the month of March, with a total of 55 permits for the year. The Chief reported that 507 permits were issued in the past 2 years, increasing the population by 1,600. The Chief reported that he had met with the trucking company that will be taking over the former Cornell Forge building on Walker Rd. The Chief stated that the owners will be remodeling and tearing down a portion of the building. The Chief stated that there is no fire protection in the existing building, and a full fire alarm system will be installed, and once the tear-down and remodel are complete, a fire sprinkler system with a tank will be put in place.

- d. Dumoulin Donations- The Chief reported that 3 Dumoulin families have donated \$1,500 and thank you letters have been sent out.
- e. Apparatus Update- The Chief reported that Engine 1413 should be back in service by next week and Brush Truck 1438 was back from repairs and in full service.
- f. ISP Trooper Recognition- The Chief reported that he recognized an ISP Trooper for his response to an accident on the tollway where the trooper had rendered aid to a victim. The Chief stated that he had sent a letter of recognition to the M6 Facility.
- g. BOFC Update- Mr. Sengmany reported that the final Lieutenant list has been posted. Mr. Sengmany reported that the Full-Time final list was sent out last Friday, with 2 of the 12 applicants being paramedics. Mr. Sengmany stated that the BOFC would like to attend future seminars. Mr. Sengmany thanked department leadership for making a good hiring process and hopes to get the candidates that the department wants. Mr. Sengmany stated that he is a strong advocate for hiring 3 full-time employees. Trustee Thompson thanked the BOFC for their hard work.
- h. Schmidt Ceremony- The Chief stated that after his retirement in May, he will be on vacation leave until September, but doesn't feel comfortable having 2 department chiefs. The Chief stated that he had reached out to the District attorney. Trustee Thompson asked if the Chief had a date in mind to swear in incoming Chief Schmidt. The Chief stated that neither he or incoming Chief Schmidt had a preference in a date. Trustee Thompson stated that incoming Chief Schmidt should be sworn in to have authority, but a more formal ceremony could be at a different date. Trustee Gustafson suggested that incoming Chief Schmidt be sworn in at the May BOT meeting, along with the promotional ceremony. All were in favor of this date.
- i. Federal Funding Update- The Chief reported that he had received an email stating that all funding has been stopped. The Chief stated that he can reapply for the funding and will fill out a new application to be sent out by the end of the month.
- j. Monthly Report- The Chief reviewed the report with the Board.
- k. Budget Presentation- The Chief reviewed the line-item budget with the Board. There were no questions. The line-item budget is attached.

7. Deputy Chief's Report-

- a. Monthly Training Report- The Deputy Chief reported that department personnel completed over 800 training hours in the month of March. The Deputy Chief reported that all 3 shifts attended the driving course at ECC.

8. Correspondence-

- a. Aburto Resignation- The Chief reported that he received a letter of resignation from Carlos Aburto. The Chief stated that Carlos had recently completed his probationary period at Sycamore Fire Department.
- b. Thank You Letters- The Chief reported that he received thank you letters from West Dundee and Carpentersville Fire Departments for assistance at their recent fires.

9. Old Business-

- a. Promotion and Full-Time Hiring Approval- After returning from Closed Session, the Chief reported that the District was short on medics and engineers. He reported that he would like to hire an EMT in the next round of hiring and pay for their paramedic class. Trustee Thompson was opposed to paying for the medic class and paying them to go to class and then possibly going elsewhere. Chief Herrmann responded you still have that issue if you hire a paramedic, and he is confident that the 2 EMT's that would potentially be hired, would want to stay at HFPD. BOFC Trustee Sengmany stated that all part-time employees who interviewed stated they wanted to be part of this organization. Trustee Thompson responded that most departments do not pay for the paramedic school. BOFC Sengmany stated that it can be put in the contract that they must reimburse. Chief Herrmann stated he was not sure that was legal. BOFC Larson echo's the Chief's comments. BOFC Sengmany pointed out that other departments when testing, did not have to extend our application period because of the number of applicants we received, and that speaks well for the department and the candidates that applied. Trustee Pechtold stated he would like to see if the attorney can confirm we can add it to the agreement. Trustee Gustafson moved to offer the positions to the paramedics now and follow up with the attorney about having the EMT candidates reimburse the district if they do not stay. Trustee Saunders seconded the motion and it was approved unanimously.

10. New Business-

- a. Budget Hearing Date- Trustee Pechtold motioned to set the Budget Hearing date for Wednesday May 14, 2025 at 5:55 p.m. Trustee Saunder seconded the motion and it passed unanimously by all those present.

11. Trustees Comments-

- a. Economic Interest Statements- Ms. Remakel reminded the Board that the statements must be completed by May 1, 2025. All members stated that they had completed the statements.

12. Public Comments-

- a. There was none

13. Closed Session-

- a. Trustee Gustafson moved to enter Closed Session for the purpose of personnel and salaries. Trustee Saunders seconded the motion and a roll call vote was taken. The motion passed unanimously by all those present. The closed session meeting began at 18:20

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 18:35.

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 19:15.

Next Regular Meeting- Wednesday May 14, 2025- 6p