

Hampshire Fire Protection District

Board of Trustees

Minutes, March 11, 2020

1. Welcome
2. Call to Order

The meeting was called to order at 18:00 by the Board President, Tim Thompson.

Board Members present: Tim Thompson – Present
Steve Gustafson – Present
Richard Heine – Present
Brian Pechtold – Present
David Scarpino – Absent

Administration: Chief Herrmann, Deputy Larson, Jody Remakel

Staff Present: Lt. DePauw, FF Rice, FF Best, FF Jordan, FF Jung, FF Serrano

3. **Additions or changes to the Agenda** –Chief Herrmann reported that he would like to some thank you letters, cardiac monitor issue, Coronavirus update, and grant updates to the agenda.

4. **Minutes**

Approval of Approval of the February 12, 2020 regular meeting minutes – Trustee Gustafson moved to approve the minutes of February 12, 2020 as presented. Trustee Heine seconded the motion and it was approved unanimously by all those present.

5. **Treasurer's Report**

- a. **Approval of February 2020 Warrant List** – Upon review of the warrant list, Trustee Pechtold moved to approve the February Warrant list for \$184,836. Trustee Gustafson seconded the motion and a roll call vote was taken. The motion passed unanimously by all those present.

Brian Pechtold Aye
Rick Heine Aye
Tim Thompson Aye
David Scarpino Absent
Steve Gustafson Aye

- b. **Approval of the February 2020 financials** –Trustee Heine moved to approve the financials as presented. Trustee Pechtold seconded the motion and a roll call vote was taken. The motion passed unanimously by all those present.

David Scarpino Absent

Steve Gustafson Aye
Brian Pechtold Aye
Rick Heine Aye
Tim Thompson Aye

6. Old Business

a. Discussion and approval of ambulance purchase

Chief Herrmann reported that he would like to move forward with the purchase of another ambulance. Through the state co-op bid it can be purchased for \$277,794, however with additional items it is expected to cost \$288,540. It will be identical to 1452 and Trustee Gustafson inquired if there would be space to store the older ambulance that will be put into reserve. There was also discussion regarding if a deposit would need to be made in this fiscal year. The Chief will look into this to make sure it does not affect this year's budget.

b. Full-time hiring update

Chief Herrmann reported that the new hire has completed his background check and he is awaiting the results of his physical. If everything comes back approved, he would like to start the process of orientation on the 1st and swear him in on the 8th of April.

c. Mutual aid agreement with Huntley update -Chief Herrmann reported that the agreement is done via email. Huntley will respond to Lakewood subdivision for ALS calls and Fire Engine or truck.

d. Tollway agreement update – The Chief reported that the Tollway authority sent the agreement back with a few changes. It is now in the hands of our attorney for final review. The agreement would allow the District to position a response vehicle at the Tollway facility to decrease response times during bad weather.

e. Approval of Trustee continued education training expense.

Trustees Heine and Gustafson both expressed an interest to attend. Trustee Gustafson moved to approve the expenses associated with the conference in Cherry Valley on March 28th, 2020. Trustee Pechtold seconded the motion and it was approved unanimously by all those present.

7. Chief's Report

a. Strategic review - The Chief reported that the District has never had a strategic review done. He is going to form a committee of pull-time and part-time employees to discuss the following issues; staffing, station, maintenance and apparatus. He felt with all the growth in the area it was important that the District look to the future. Trustee Pechtold inquired if there had been any update with the various properties currently owned by the District. Chief Herrmann responded that there has not been any development on the existing properties, but they are always looking at ways to get a location to the north end of the District.

b. Monthly report - The Chief reviewed the monthly report with the Board. Trustee Pechtold inquired how it is working out with Cpt. Stadie working days. The Chief reported that it is going well, she has been very busy with CPR and public education items.

- c. **Correspondence** – The Chief reported that the District has received a couple of thank you notes. One from Huntley for covering a call and another from a family for this response.
- d. **Cardiac monitors** – The Chief reported that the District is in need of 2 Zoll cardiac monitors as the 2 of the District’s are aging out. Since the monitors each cost about \$30,000, Zoll is offering 2-year financing for the monitors. More importantly, is that it takes 90 days for the delivery of the monitors and the warranty on the 2 older ones will be expiring at the end of June. The Board was in agreement that this is something the District needs to start moving forward on, to be paid for in the next fiscal budget
- e. **Corona Virus update** – The Chief attend a meeting regarding the Corona virus. Since the 1st case has been confirmed in Kane County, Sherman hospital has put out guidance on the proper protocol for our responses. Each vehicle will be equipped with masks, and gowns. If a shift gets a confirmed exposure, then they will be unable to work for 14 days. They have allowed the Districts to accept certifications from other Districts or Departments to allow the employees to be reassigned more easily.

8. Deputy Chief’s Report –

Deputy Larson reported that he is applying for a State Fire Marshall grant designated for rural training and equipment. The grant can be up to \$200,00. If approved he will be hoping to purchase some power load cots.

9. New Business –

Set budget hearing date – Trustee Gustafson moved to set the budget hearing for May 13th at 5:55pm. Trustee Heine seconded the motion and it was approved unanimously by all those present.

10. Public Comment – There was no public comment.

11. Closed Session – Trustee Gustafson moved to enter Closed Session for the purpose of the semi-annual review of the closed minutes. Trustee Pechtold seconded the motion and a roll call vote was taken. The motion passed unanimously by all those present. The Board entered closed session at 18:24.

Steve Gustafson	Aye
Brian Pechtold	Aye
Rick Heine	Aye
Tim Thompson	Aye
David Scarpino	Absent

On a motion by Trustee Gustafson and a second by Trustee Heine the Board returned to open session at 18:35.

12. Approval to take action based on closed session. Trustee Gustafson moved to release the minutes from the meeting dates of:

May 14, 2008

April 8, 2009

March 10, 2010

April 13, 2011

June 8, 2011

May 8, 2019

August 14, 2019

September 11, 2019

October 9, 2019

November 13, 2019

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

Brian Pechtold	Aye
Rick Heine	Aye
Tim Thompson	Aye
David Scarpino	Absent
Steve Gustafson	Aye

13. Adjournment –There being no further business, Trustee Gustafson moved to adjourn the meeting. Trustee Heine seconded the motion and the Board adjourned at 18:35.

Secretary