

# Hampshire Fire Protection District

## Board of Trustees

Minutes April 8, 2020

1. Welcome
2. Call to Order

Due to technical difficulty, the meeting was called to order via conference call at 18:20 by the 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

3. **Additions or changes to the Agenda** –There were no changes or additions to the agenda.

4. **Minutes**

**Approval of Approval of the March 11, 2020 regular meeting minutes** – Trustee Gustafson moved to approve the minutes of March 11, 2020 as presented. Trustee Pechtold seconded the motion and it was approved with Trustee Scarpino abstaining from the vote.

5. **Treasurer's Report**

- a. **Approval of March 2020 Warrant List** – Upon review of the warrant list, Trustee Gustafson questioned if check # 20732 was a duplicate. Ms. Remakel reported that the February Pension payment was accidentally deposited back into the checking account, so in order to clear it from the system, she needed to issue a new check. Check #20732 actually represented a reissue of a February payment. Trustee Gustafson moved to approve the March Warrant list for \$187,034. 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   Aye  
Steve Gustafson  Aye

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

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

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

- a. COVID-19 update** - The Chief reported that the 2 employees that were suspected of having COVID-19, have returned back to work. One employee was confirmed as positive but was exposed through there other place of employment. The other employee was submitted though the District's worker's compensation policy but it was denied because their exposure was not tested, and could not be confirmed as from the duties at the District. Since that employee had missed multiple shifts, that employee was paid through our payroll for their missed hours. Currently there are 2 fire fighters that are being quarantined. He also reported that he is on a conference call with the Village daily as well as a weekly call with Sherman. The Fire station is disinfected daily. The Department is not re-using equipment and the nebulizer has been shut down.
- b. Monthly report** - The Chief reviewed the monthly report with the Board.
- c. Oath of Office new employee update** – The Deputy Chief reported that the new full-time fire fighter, David Ramirez started on 4/1/20. He completed his 1 week of training and will start on shift on Friday.

## **7. Old Business –**

- a. Ambulance Purchase update** – The Chief reported that the ambulance has been ordered. In order to receive the \$4,000 prepayment discount, the entire amount would have had to be paid in advance. Since it was the entire amount and it was not in the FY20 budget, it was not pre-paid. He is expecting the delivery of the ambulance in November or December.
- b. Awards dinner update** – The Chief reported that the dinner is currently postponed. He will notify the Board when the restaurants are able to start scheduling events again. He has put it in the budget for 2 awards dinner next year.
- c. Cancellation of Trustee training** – Ms. Remakel reported that the Trustee training in Cherry Valley was cancelled. They were supposed to place the training on the Association's website. She will provide the information when she has it.

## **8. New Business – Budget Review**

Chief Herrmann reviewed the budget with the Board. He went over the income and personnel categories in detail and then reported with the highlights from the operational budget. Trustee Scarpino was very pleased with the budget. The Chief disclosed his intended raises for the various levels of employees, and the Board was in agreement with having it in as a budgeted number. Trustee Heine expressed a concern with the specialty team stipend, but the Chief explained the extra time that is put in and how Hampshire does not give back to MABAS currently. Trustee Gustafson expressed concerns with the

operational budget being over \$700k, and spending over \$300k more than our revenues that were received. He understood that while we don't normally spend all \$700, he had concerns with the reduction in roll-over. Overall, the Board was acceptable to the budget and there were no changes requested.

**9. Public Comment** – There was no public comment.

**10. Closed Session** – There was no need for Closed Session

**11. Adjournment** – There being no further business, Trustee Gustafson moved to adjourn the meeting. Trustee Scarpino seconded the motion and the Board adjourned at 19:05.

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**Secretary**