

Hampshire Fire Protection District

Board of Trustees

Minutes, February 12, 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; Lt. McBride

3. **Additions or changes to the Agenda** –Chief Herrmann reported that he would like to add a donation and thank you letter to Chief’s report.

4. **Minutes**

Approval of January 8, 2020 regular meeting minutes – Trustee Gustafson moved to approve the minutes of 1/8/20. Trustee Heine seconded the motion and it was approved unanimously by all those present.

5. **Treasurer’s Report**

- a. **Approval of January 2020 Warrant List** – Trustee Gustafson questioned the Amazon purchase for a “tone signal generator”. It was later explained as a doorbell. Trustee Heine moved to approve the January Warrant list for \$399,525.89. Trustee Pechtold 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 January 2020 financials** –Ms. Remakel pointed out that, as reflected on the Balance Sheet, the rates of return on the C.D.’s is declining. Therefore, in the future the District will not be getting as much interest in the future. Trustee Gustafson 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 Tollway Agreement

Chief Herrmann reported that the Tollway has approved the agreement, but has not returned it to the District at this time. He has requested this be tabled until next month.

b. Ratification of payment of new staff vehicle

Trustee Gustafson moved to approve the payment of \$52,855 to Morrow Bros. Ford for the purchase of the new staff vehicle. Trustee Heine seconded the motion and it was approved unanimously by all those present.

c. Auxiliary insurance policy - Chief Herrmann reported that the Auxiliary has agreed on a policy that will cost them \$599 a year. There was discussion regarding the necessity of various parts of the policy that was original quoted. The Board was happy with the coverage they had selected.

d. Discussion and Approval of FY21 ambulance purchase or update. – The Chief reported that in response to the problems the District has had with the reliability of 1451, he has had Cpt. Stadie and Lt. DePauw research the specifications for a new ambulance. They worked with Horton and did a consortium contract which does not require it going out for a bid. It will be set up the same at 1452 but be on a different chassis and will come with a *Powerload* cot. It is estimated that the ambulance will cost approximately \$275,000.

7. Chief's Report

a. 2019 Final report review – Chief Herrmann went over the monthly report, reviewed page 3 of the summary report, and reviewed the activity report for the year as well.

b. FF injury update - The Chief reported that a firefighter fell and slipped on the ice. He went in for medical evaluation and was identified as having a mild concussion. He was able to return to work on his next scheduled shift date.

c. Liability Insurance renewal - The Chief reported that he has received the liability insurance renewal. He increased the value of the replacement costs for the vehicles and increased the value of the station equipment. Overall the increase was approximately \$3,000. He did have the broker look for other quotes. VFIS came in \$12,000 higher and Continental could not provide the same coverage.

8. Deputy Chief's Report –

a. Donation of SCBA's to East Dundee and the hold harmless agreement - Deputy Larson reported that East Dundee requested 4 of the surplus tanks, 4 bottles, and 7 masks, that still had 1 year before expiration. East Dundee agreed to and signed a hold harmless agreement.

- b. **OSFM Grant** - Deputy Larson reported that he is applying for small equipment grant. He is hoping to purchase a couple of extrication tools. If his application is approved, it may cost the District a couple of thousand in addition to the grant.
- c. **New Business** –
 - a. **Date and location of award dinner** - Chief Herrmann reported that we have made arrangements to hold the annual awards dinner on May 2nd, at Joe’s Place in Marengo.
 - b. **Discussion and approval of Marengo auto-aid agreement** – Chief Herrmann reported that with the opening of the interchange at Rt23 and I90, he has requested that Marengo assist on the calls to the Tollway. The agreement was done via email so there was not an official document to sign.
 - c. **Discussion and approval of Sikich Engagement letter for FY 20 audit** – Ms. Remakel reported that she has received the engagement letter from Sikich. The cost of the audit will be going up \$285 over FY 2019. Trustee Gustafson moved to approve the engagement letter with Sikich for \$8,435. Trustee Heine seconded the motion and it was approved unanimously by all those present.
 - d. **Discussion and approval for hiring a full-time fire fighter** – The Chief informed the Board that his current hiring list expires in September. But the remaining individual on the list is still available and he would like to move forward with replacing another full-time person. He provided the board with a report of the associated costs of hiring 1 full-time person for the remainder of the fiscal year and the surplus of the monies in wages due to the understaffing. Trustee Gustafson reported that during his last seminar they highly encouraged the departments require psychological testing. The Chief responded that it would be difficult to justify considering they did not require it of any of the other full-time hires on the current list, but he would consider it with the next testing. Trustee Gustafson moved to approve the hiring of an additional full-time employee effective in April. Trustee Pechtold seconded the motion and it was approved unanimously by all those present.
 - e. **Correspondence** – The Chief reported that the District received a donation from the Dumolin family and a thank you card to Cpt Stadie from a business for her CPR training.
- 9. **Public Comment** – There was no public comment.
- 10. **Oath of Office for Anthony Saccomanno** – President Thompson administered the oath of office to Anthony Saccomanno.
- 11. **Adjournment** –There being no further business, Trustee Heine moved to adjourn the meeting. Trustee Gustafson seconded the motion and the Board adjourned at 18:37.

Secretary