

Bolingbrook Foreign Fire Insurance Board
Regular Meeting Minutes
April 23, 2018
Bolingbrook Fire Station 5
1900 Rodeo Drive
Bolingbrook, IL 60490

CALL TO ORDER:

Chairman Brophy called the regular meeting of the Foreign Fire Insurance Board to order at 11:11 a.m.

ROLL CALL:

Present: Board Members: Chris Brophy, Chairman
Jason Magruder, Vice-Chairman
Ryan Klavohn, Secretary/Treasurer
Ken Teppel, Public Safety Director
Gary Obidowicz, Trustee
Joe Valach, Trustee

Absent Members: Tony Peloso, Trustee

Recording Secretary: Meghan Strimel

Public Present: Attachment A

PUBLIC COMMENT:

- Dave Butcher wanted to let the board know that the on-line submission form has a few "bugs" in it. When he put the date of request in, the date automatically filled in for each signature line and he was not able to delete it. Also he had a problem entering the cost.
- Deputy Fire Chief Garza asked the board to consider alternative ways to spend the funds, not just spend money because you have it. To look at purchasing equipment that members would use. Also to consider long term investment in equipment like air packs, where the fund and village can purchase the item together.

APPROVAL OF MINUTES:

- On a motion made by Vice-Chairman Magruder and seconded by Trustee Obidowicz:

“Approve the minutes of the 1st quarter meeting on January 22, 2018 as circulated.”

MOTION CARRIED

Absent Trustee Peloso

TREASURER'S REPORT:

Treasurer/Secretary Klavohn discussed the following with the Board:

- Circulated a report for all transactions from January 1, 2018 – present.
- The funds received in November 2017, in the amount of \$101,320.12, were deposited.
- Working with the bank to reduce charges on the account.
- Swift Water Rescue equipment was purchased. The approved cost was \$11,625.71, actual cost was \$11,363.07.
- There will be a refund of \$139.98 from Bravo for a return.
- There was \$233.00 classified in the wrong category. It was for checks and not for equipment.
- Local 3005 was reimbursed for the application fee for 501 (c) 3 status in the amount of \$275.00.
- Office supply costs in the amount of \$53.81: \$48.81 for the Quicken program for book keeping and \$5 for a book of stamps.
- Discuss the cost for the workout equipment, submitted by Fire Marshal LaJoie last meeting, under new business because the cost has changed.
- Laptop was purchased and set up by the Village. Secretary Klavohn is waiting for a copy of the invoice to reimburse the Village.

OLD BUSINESS:

- Proposal for a Rules and Regulations change to allow education expenses and training expenses. This item pertains to travel reimbursement for members who travel for training purposes; also regarding language on setting an annual limit per person. Secretary/Treasurer Klavohn and Trustee Peloso are still reviewing this proposal. Item is **TABLED** again until the next regular meeting.
- Chairman Brophy is continuing to research information on accountants and is waiting for some more information. Item **TABLED** until next regular meeting.

NEW BUSINESS:

REQUESTS FOR REVIEW/APPROVAL:

- On a motion made by Vice-Chairman Magruder:
“Approve the purchase of 87 Leatherman Raptor Shears as presented, submitted by Dave Butcher.”

THERE WAS NO SECOND ON THE MOTION.

- ✓ *Purchase trauma shears for every member, each ambulance and RTF bag.*
- ✓ *Versatile shears that cut through several materials and has more options of use.*
- ✓ *More items purchased, lower the price.*
- ✓ *The Board asked Mr. Butcher to send an email out to the department to see if there was any interest and who would like to have them.*
- ✓ *Resubmit request for the next regular meeting.*

- On a motion made by Secretary/Treasurer Klavohn and seconded by Vice-Chairman Magruder:

“Approve purchase of a multi-purpose emergency shelter in the amount of \$6,037.00, submitted by Ron Banda.”

Roll Call Vote:

Chairman Brophy	Yes
Vice-Chairman Magruder	Yes
Secretary/Treasurer Klavohn	Yes
PSD Teppel	Yes
Trustee Obidowicz	Yes
Trustee Valach	Yes
Trustee Peloso	Absent

MOTION CARRIED

- ✓ *Shelter to be used by all special teams.*
- ✓ *The shelter is able to be deployed in 2-3 minutes with 2 personnel. Our current Western Shelter takes 8 personnel and about 45 minutes to set up.*
- ✓ *The shelter weight is approximately 150 pounds and can be moved in the back of a pick-up.*
- ✓ *Shelter to be stored at Station 1.*
- ✓ *Item was submitted for department budget, but was removed.*

- On a motion made by Trustee Obidowicz and seconded by Trustee Valach:

“Approve purchase of turn-out gear hoods, not to exceed \$10,000.00, submitted by Scott Newton and Jason Fuggiti.”

Roll Call Vote:

Chairman Brophy	Yes
Vice-Chairman Magruder	Yes
Secretary/Treasurer Klavohn	Yes
PSD Teppel	Yes
Trustee Obidowicz	Yes
Trustee Valach	Yes
Trustee Peloso	Absent

MOTION CARRIED

- ✓ *Each member will receive two (2) hoods – 1 primary and 1 back up.*
- ✓ *Blocks 99% of cancer causing carcinogens.*
- ✓ *They will last about 10 years, 100 washings.*
- ✓ *Have been trialing this hood for several weeks.*
- ✓ *Standard issue for new hires.*
- ✓ *Will be mandated by NFPA.*
- ✓ *Item was submitted for department budget, but was removed.*
- ✓ *Village will be able to put \$5,000.00 toward the purchase, out of the 2018/2019 budget per DC Garza.*

- On a motion made by Secretary/Treasurer Klavohn and seconded by Trustee Valach:
 “Approve the purchase of protective turnout gear bags for back-up gear in the amount of \$2,511.25, submitted by Scott Newton and Jason Fuggiti.”

Roll Call Vote:

Chairman Brophy	No
Vice-Chairman Magruder	Yes
Secretary/Treasurer Klavohn	Yes
PSD Teppel	Yes
Trustee Obidowicz	Yes
Trustee Valach	Yes
Trustee Peloso	Absent

MOTION CARRIED

- ✓ *Gear is currently sent to a 3rd party vendor in Wisconsin to be repaired and cleaned. The gear is put in a garbage bag for transport.*
- ✓ *The gear bags will keep the gear organized and protected.*
- ✓ *There is currently NO bags for back-up gear in the department.*

- On a motion made by Secretary/Treasurer Klavohn and seconded by Vice-Chairman Magruder:
 “Approve the amended purchase of the Cage Strength Trainer and weights in the amount of \$1,488.00, submitted by Jeff LaJoie.”

Roll Call Vote:

Chairman Brophy	Yes
Vice-Chairman Magruder	No
Secretary/Treasurer Klavohn	Yes
PSD Teppel	Yes
Trustee Obidowicz	Yes
Trustee Valach	Yes
Trustee Peloso	Absent

MOTION CARRIED

- ✓ *Original submittal was for \$719.55 for the strength cage only, no weights.*
- ✓ *Amended proposal was emailed to Secretary/Treasurer Klavohn. The machine cost is \$1,089.00 and an additional \$399.00 for 300 lbs. of weights to go with the machine. The weights were not included in the original request.*
- ✓ *The machine has been approved to be in the weight room located at the town center.*
- ✓ *The machine will be the same that the Police Department has and similar to the machines at the stations.*

- Chairman Brophy discussed the upcoming nomination/election process for the current 1-year member Trustee positions that will be expiring June 30, 2018.
 - o Current members Magruder and Peloso's terms will expire.
 - o Trustee Peloso will not be running again. Vice-Chairman Magruder will be.
 - o An email will be sent out in May for nominations.
 - o Elections will be in June 2018.

- Chairman Brophy asked if all members have completed their Economic Interest form. He stated if they have not, to do so as soon as possible and get it to Secretary/Treasurer Klavohn or save it in the shared folder on the fire server.

OTHER BUSINESS:

- On a motion made by Vice-Chairman Magruder and seconded by Trustee Obidowicz:
 "Approve the payment of \$75.00 to the recording secretary for the completion of Minutes for regular scheduled meetings."

MOTION CARRIED
Absent Trustee Peloso

- ✓ *Discussed with Attorney Jerry Marzullo and he stated that the payment of minutes completion is an administrative cost and allowable by the fund.*
- ✓ *Recording secretary completes minutes on personal time.*

ADJOURNMENT:

- On a motion made by Secretary/Treasurer Klavohn and seconded by Vice-Chairman Magruder:
 "Adjournment at 12:00 p.m."

MOTION CARRIED
Absent Trustee Peloso

 Chris Brophy, Chairman

 Date

 Ryan Klavohn, Secretary/Treasurer

 Date

Prepared by: Meghan Strimel

APPROVED AT THE 07/23/2018 MEETING