

Bolingbrook Foreign Fire Insurance Board  
**Regular Meeting Minutes**  
**January 24, 2022**

**Bolingbrook Fire Station 5 / Virtual WEBEX**  
**1900 Rodeo Drive, Bolingbrook, IL**

**CALL TO ORDER**

Chairman Brophy called the regular meeting of the Foreign Fire Insurance Board to order at 11:00 a.m.

*Pursuant to Governor Pritzker's Executive Order, this meeting is being video conferenced, with a physical presence at Fire Station 5. The link for video conference was sent out with the agenda. All in attendance must acknowledge that they are being recorded.*

*Do you consent to being recorded?*

*Chris Brophy consents to being recorded.*

*Chief LaJoie – I consent.*

*Secretary/Treasurer Klavohn – I consent.*

*Vice-Chair Valach – no voice. (on-duty, responded to a call)*

*Trustee Zelinski – I consent.*

*Trustee Johnson – I consent.*

*Trustee Obidowicz – I consent.*

*All members present and the public – All consent.*

**ROLL CALL**

Present:	Board Members:	Chris Brophy, Chairman Ryan Klavohn, Secretary / Treasurer (virtual) Jeff LaJoie, Fire Chief (virtual) Gary Obidowicz, Trustee (virtual) Dave Zelinski, Trustee (virtual) Michael J. Johnson, Trustee (virtual)
----------	----------------	--

Absent Member:	Joe Valach, Vice-Chair
----------------	------------------------

Public Present:	Appendix A
-----------------	------------

**PUBLIC COMMENT**

None at this time.

### APPROVAL OF MINUTES

- On a motion made by KLAVOHN and seconded by OBIDOWICZ:  
“Approve the minutes of the 4th quarter REGULAR meeting dated October 18, 2021 as circulated.”

#### **ROLL CALL:**

**Yea: 6 Brophy, Klavohn, LaJoie, Obidowicz, Zelinski, Johnson**

**Nay: 0**

**Absent: 1 Valach**

**MOTION CARRIED**

### TREASURER’S REPORT

- On a motion made by ZELINSKI and seconded by JOHNSON:  
“Approve the Treasurer’s Report as submitted.”

#### **ROLL CALL:**

**Yea: 6 Brophy, Klavohn, LaJoie, Obidowicz, Zelinski, Johnson**

**Nay: 0**

**Absent: 1 Valach**

**MOTION CARRIED**

- ✓ *All purchases were approved from 4<sup>th</sup> Quarter meeting and under the approved amount.*
- ✓ *Dive equipment has not been purchased yet in the amount NTE \$95,000.00.*
- ✓ *Available Balance is \$164,124.12.*

### OLD BUSINESS

Klavohn and Zelinski are still working on converting the debit cards into a procurement cards “p-card” for security and purchasing abilities. They were asked to work with the local branch and have been having trouble connecting. Contacted the Chicago office and they will help in converting the debit cards to “p-cards”. Should be completed by the April meeting. Brophy asked if this has not been complete by the April meeting to look into alternatives. Currently only Brophy and Klavohn have the ability to purchase items. The debit cards have a lower spending limit with potential for fraud/theft. P-cards will make purchasing more secure.

Brophy wanted to note, at the last meeting the Vice-Chair was appointed the FOIA Officer and needed to complete the training offered on the Attorney General’s website. The site has been down for some time. Valach and Johnson to complete training when available.

**REQUESTS FOR REVIEW/APPROVAL**

- **On a motion made by ZELINSKI and seconded by OBIDOWICZ:**  
“Approve the purchase of a factory reconditioned treadmill from Direct Fitness Solutions, in the amount of \$2,800.00, submitted by Dan Kerkstra.”

**ROLL CALL:**

**Yea: 6 Brophy, Klavohn, LaJoie, Obidowicz, Zelinski, Johnson**

**Nay: 0**

**Absent: 1 Valach**

**MOTION CARRIED**

- ✓ *Original request for \$5,970.00 for a new comparable treadmill.*
- ✓ *Reconditioned treadmill from current vendor, same that is already in the workout room.*
- ✓ *2<sup>nd</sup> treadmill for ST 4 workout room.*
- ✓ *1-year warranty on parts/labor, cost includes delivery.*
- ✓ *Treadmill will be covered by the department’s regular maintenance program.*
- ✓ *Extended warranty was not discussed.*

- **On a motion made by KLAVOHN and seconded by ZELINSKI:**  
“Approve the purchase of (11) monitors from Electrical Solutions in the amount not-to-exceed \$11,000.00, submitted by Brian Gaston.”

**ROLL CALL:**

**Yea: 6 Brophy, Klavohn, LaJoie, Obidowicz, Zelinski, Johnson**

**Nay: 0**

**Absent: 1 Valach**

**MOTION CARRIED**

- ✓ *65”, commercial grade monitor. Able to be on 24/7 and not damage the screen.*
- ✓ *Use for First Arriving Digital Dashboard. “Live” information in real time, help to alleviate repetitive emails. Surrounding department’s use program (Romeoville/Plainfield).*
- ✓ *Monitors will be purchased through Electrical Solutions, from D & H Distributing. There is a zero-cost pass through with Electrical Solutions. Electrical Solutions has the account with the distributor to obtain the best cost.*
- ✓ *Two (2) monitors per station, one (1) on the bay and one (1) in the station.*

- **On a motion made by LaJOIE and seconded by OBIDOWICZ:**  
“Approve the purchase of two (2) iPads, two (2) cases and two (2) holders from Best Buy in the amount not-to-exceed \$1,000.00, submitted by Dave Butcher.”

**ROLL CALL:**

**Yea: 6 Brophy, Klavohn, LaJoie, Obidowicz, Zelinski, Johnson**

**Nay: 0**

**Absent: 1 Valach**

**MOTION CARRIED**

- ✓ *Original request was for \$1,958.91 for the purchase of DJI mini 2 Fly more combo, Prop guards, iPad, iPad case, iPad holder, Tactical case with 24” monitor. Request was amended during meeting.*
- ✓ *Discussion ensued regarding current controllers, drones and requested equipment.*
- ✓ *iPads will give a larger screen for viewing flight patterns and able to be used with all controllers.*
- ✓ *Brophy stated that other requested items should be submitted through the department budget process. If denied, resubmit request at the April meeting for review.*
- ✓ *Board discussed that there is no need for additional drones, that team members should use the drones we have to get comfortable using those.*
- ✓ *LaJoie would like the team to “vet” the tactical case with monitor before a request is submitted for review.*

**OTHER BUSINESS:**

None at this time.

**CLOSED SESSION:**

None at this time.

**ADJOURNMENT:**

- **On a motion made by ZELINSKI and seconded by OBIDOWICZ:  
“Adjournment at 12:00 p.m.”**

**ROLL CALL:**

**Yea:           6           Brophy, Klavohn, LaJoie, Obidowicz, Zelinski, Johnson**  
**Nay:           0**  
**Absent:       1           Valach**  
**MOTION CARRIED**

\_\_\_\_\_  
Chris Brophy, Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Ryan Klavohn, Secretary/Treasurer

\_\_\_\_\_  
Date

Prepared by: Meghan Strimel

**APPROVED AT THE 04/25/2022 REGULAR MEETING**

Appendix A

Foreign Fire Insurance Board  
Regular Meeting – In Person & Virtual  
01/24/2022

Public Present – Please Print

Name	Address
1. Todd Warrick	
2. Tim GEMMER	
3. Dan Kerkstra	
4. Dave Butcher	
5. Patrick Sperling	
6. BRION GARDNER	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	
16.	
17.	
18.	
19.	
20.	