

Bolingbrook Foreign Fire Insurance Board
Regular Meeting Minutes
April 26, 2021

Bolingbrook Fire Station 5
1900 Rodeo Drive
Bolingbrook, IL

CALL TO ORDER:

Chairman Brophy called the regular meeting of the Foreign Fire Insurance Board to order at 9:02 a.m.

ROLL CALL:

Present: Board Members: Chris Brophy, Chairman
Ryan Klavohn, Secretary/Treasurer
Joe Valach, Trustee
Dave Zelinski, Trustee
Gary Obidowicz, Trustee

Absent Members: Jason Magruder, Vice-Chairman
Jeff LaJoie, Fire Chief

Public Present: FF/PM Gemmel

PUBLIC COMMENT: None at this time.

APPROVAL OF MINUTES:

- On a motion made by Zelinski and seconded by Valach:
“Approve the minutes of the 1st quarter REGULAR meeting dated January 25, 2021 as circulated.”

ROLL CALL:

Yea: 5 Brophy, Klavohn, Valach, Zelinski, Obidowicz
Nay: 0
Absent: 2 Magruder, LaJoie

MOTION CARRIED

- On a motion made by Obidowicz and seconded by Klavohn:
“Approve the minutes of the SPECIAL meeting dated February 23, 2021 as circulated.”

ROLL CALL:

Yea: 5 Brophy, Klavohn, Valach, Zelinski, Obidowicz
Nay: 0
Absent: 2 Magruder, LaJoie

MOTION CARRIED

TREASURER'S REPORT:

- Ending balance as of 04/26/2021 - \$175,430.21
- No outstanding invoices.
- Expenses paid for since the last meeting:
 - ✓ Amazon (Vitamix Blenders) - \$1,746.55
 - ✓ Meghan Strimel (January Meeting Minutes – 1st quarter) - \$75.00
 - ✓ Cabinets 4U (ST 3 Kitchen remodel) - \$10,000.00
 - ✓ Meghan Strimel (Special Meeting Minutes) - \$75.00
 - ✓ Quicken (Annual Office expense) - \$56.41
- Secretary/Treasurer Klavohn stated that the annual Quicken Fee is an additional payment since the last meeting. It is an annual fee that was approved during one of the first meetings.

- **On a motion made by Zelinski and seconded by Valach:**
 “Approve the Secretary/Treasurers report as presented with the additional fee for Quicken.”

ROLL CALL:

Yea: 5 Brophy, Klavohn, Valach, Zelinski, Obidowicz
Nay: 0
Absent: 2 Magruder, LaJoie

MOTION CARRIED

OLD BUSINESS:

- Chairman Brophy reminded the board to make sure their Economic Interest Statements were submitted by the deadline. All members present have submitted their forms.

REQUESTS FOR REVIEW/APPROVAL:

- **On a motion made by Zelinski and seconded by Obidowicz:**
 “Approve the purchase of one (1) AutoPulse System from Zoll Medical Corporation in the amount of \$14,220.00, submitted by Edgar Hughes.”

ROLL CALL:

Yea: 5 Brophy, Klavohn, Valach, Zelinski, Obidowicz
Nay: 0
Absent: 2 Magruder, LaJoie

MOTION CARRIED

- ✓ *4th AutoPulse to be put in-service on Engine 5.*
- ✓ *The Department budget for Fiscal Year 22 has an AutoPulse for approval to be put in-service on Engine 3.*
- ✓ *Piece of equipment that is becoming standard in EMS and part of our policies for cardiac arrest.*
- ✓ *Village purchased the initial AutoPulse. Foreign Fire purchased the second. It is clear that the Village has intent to purchase the 3rd and the Foreign Fire to purchase the 4th. It is a 50/50 split between the Village and Foreign Fire Insurance Board this piece of expensive equipment.*

- Chairman Brophy stated that the second item submitted for purchase was a night stand/table light/charger combo – total of 30 (6/fire station). The request was signed by a Lieutenant only. It was not submitted to the Fire Chief or Chief of Building Maintenance for

review/approval. Secretary/Treasurer Klavohn stated that the By-Laws require the Chief's signature for approval.

- **On a motion made by Klavohn and seconded by Zelinski:**
“Table request until the next meeting and send back to requestor for proper review and approval.”

ROLL CALL:

Yea: 5 Brophy, Klavohn, Valach, Zelinski, Obidowicz

Nay: 0

Absent: 2 Magruder, LaJoie

MOTION CARRIED

OTHER BUSINESS:

- Chairman Brophy discussed the process for elections.
 - An email to the membership with the nomination/voting procedure.
 - Nomination will be in May.
 - Election will be the first week of June.
 - Counted at the July meeting and vote on Officers of the Board.
- Chairman Brophy discussed the debit cards that are part of the money market account.
 - Secretary/Treasurer Klavohn and Trustee Zelinski will look into obtaining Procurement Cards “P-Card” for the account instead of having debit cards for the principal officers.
 - Debit cards become in-active if not used on a regular basis and are not able to be re-activated.
 - Added benefit of security to the account.
 - Will vote on at July meeting.

CLOSED SESSION: None at this time.

ADJOURNMENT:

- **On a motion made by Klavohn and seconded by Obidowicz:**
“Adjournment at 9:13 a.m.”

ROLL CALL:

Yea: 5 Brophy, Klavohn, Valach, Zelinski, Obidowicz

Nay: 0

Absent: 2 Magruder, LaJoie

MOTION CARRIED

Chris Brophy, Chairman

Date

Ryan Klavohn, Secretary/Treasurer

Date

Prepared by: Meghan Strimel **APPROVED AT 07/26/2021 REGULAR MEETING**