

Bolingbrook Foreign Fire Insurance Board  
**Regular Meeting Minutes**  
**July 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 11:04 a.m.

ROLL CALL:

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

Absent Members: Jason Magruder, Vice-Chairman

Recording Secretary: Meghan Strimel

Public Present: Attachment A

PUBLIC COMMENT:

None at this time.

APPROVAL OF MINUTES:

- On a motion made by Secretary/Treasurer Klavohn and seconded by PSD Teppel:

“Approve the minutes of the 2<sup>nd</sup> quarter meeting on April 23, 2018 as circulated.”

**MOTION CARRIED**

*Absent Vice-Chair Magruder*

- On a motion made by PSD Teppel and seconded by Secretary/Treasurer Klavohn:

“Approve the minutes of the Special meeting on June 11, 2018 as circulated.”

**MOTION CARRIED**

*Absent Vice-Chair Magruder*

- *The Special meeting was held to count the ballots of the election.*

## TREASURER'S REPORT:

Secretary/Treasurer Klavohn discussed the following with the Board:

- Circulated a report for all transactions from 04/23/2018 – 07/23/2018.
- On a motion made by Trustee Obidowicz and seconded by Trustee Valach:  
“Approve payment of \$28.00 to Fitness Factory.”

### **MOTION CARRIED**

*Absent Vice-Chair Magruder*

- *Additional part needed to complete the setup of the strength cage that was approved at the April meeting.*
  - *When the manufacturer was contacted for the part, they stated it was not on the original specifications.*
  - *Automatically charged the card they had on file.*
- On a motion made by PSD Teppel and seconded by Trustee Obidowicz:  
“Ratify the invoices as presented.”

### **MOTION CARRIED**

*Absent Vice-Chair Magruder*

- *Responder PSE – Gear Bags - \$2,511.25*
  - *Losberger US – Shelter - \$4,837.00*
  - *WS Darley – Nomex Hoods - \$9,499.00*
  - *Meghan Strimel – Minutes - \$75.00*
  - *Fitness Factory – TC Fitness Equipment - \$1,488.00*
- There are several “service charges” on the checking account. When Secretary/Treasurer Klavohn asked the bank, they stated that it is because of the type of account. There is only one deposit a year and not multiple deposits. Secretary/Treasurer Klavohn is going to talk to the bank again to see if there is another type of account the fund can have to avoid paying the “service charges”. Discussion ensued regarding different accounts and banks.
- On a motion made by Secretary/Treasurer Klavohn and seconded by Trustee Zelinski:  
“Look into an alternate banking facility to decrease or eliminate service charges on the checking account.”

### **MOTION CARRIED**

*Absent Vice-Chair Magruder*

- *Look for an institution for the best return and least amount of fees.*
  - *Secretary/Treasurer Klavohn and Trustee Obidowicz will look into other institutions.*
- Laptop invoice/email was received from Director Farrell. The cost was \$599.00. The purchase was approved at the first meeting, not to exceed \$600.00. Secretary Strimel was asked to contact the accounts receivable department and request an invoice for payment.

OLD BUSINESS:

- Dave Zelinski and Jason Magruder were elected to 3-year terms on the board. Chairman Brophy informed Trustee Zelinski that he will need to complete the on-line Open Meetings Act training and notify Secretary/Treasurer Klavohn once completed. Trustee Zelinski stated he would comply.

- On a nomination made by Secretary/Treasurer Klavohn and seconded by Trustee Valach:  
“Chris Brophy for Chairman.”

**MOTION CARRIED**

*Absent Vice-Chair Magruder*

- On a motion made by Trustee Valach and seconded by Secretary/Treasurer Klavohn:  
“Close the nomination for Chairman.”

**MOTION CARRIED**

*Absent Vice-Chair Magruder*

- On a nomination made by Chairman Brophy and seconded by Trustee Obidowicz:  
“Jason Magruder for Vice-Chairman.”

**MOTION CARRIED**

*Absent Vice-Chair Magruder*

- On a motion made by Trustee Valach and seconded by Trustee Zelinski:  
“Close the nominations for Vice-Chairman.”

**MOTION CARRIED**

*Absent Vice-Chair Magruder*

- On a nomination made by Trustee Obidowicz and seconded by Trustee Zelinski:  
“Ryan Klavohn for Secretary/Treasurer.”

**MOTION CARRIED**

*Absent Vice-Chair Magruder*

- On a motion made by Trustee Valach and seconded by Trustee Obidowicz:  
“Close the nominations for Secretary/Treasurer.”

**MOTION CARRIED**

*Absent Vice-Chair Magruder*

- 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. This item has been TABLED for a few meetings. If there will be a change, the item will need to be resubmitted in the future.

- Chairman Brophy spoke to a representative from BKD, who completes the annual audit for the Village. The accountant stated, as the Foreign Fire Board, the fund will be part of the Village’s audit. He will contact Secretary/Treasurer Klavohn for documents when needed. An accountant does not needed to be hired.

NEW BUSINESS:

REQUESTS FOR REVIEW/APPROVAL:

- On a motion made by Secretary/Treasurer Klavohn and seconded by Trustee Obidowicz:  
“Approve the purchase of 60 Leatherman Raptor Shears as presented, submitted by Dave Butcher.”

- ✓ *This request was a re-submittal with an updated amount of items for purchase. The total cost is \$3,220.00*
- ✓ *Purchase trauma shears for members, ambulances and RTF bag.*

- On a motion made by PSD Teppel and seconded by Secretary/Treasurer Klavohn:  
“Approve purchase of gear lockers for Fire Station 3 for \$6,630.00, submitted by Ron Banda.”

**MOTION CARRIED**

*Absent Vice-Chair Magruder*

- ✓ *Same gear lockers installed at Fire Station 1 and 2 to stay consistent.*
- ✓ *Cost does NOT include power cord.*

- On a motion made by Secretary/Treasurer Klavohn and seconded by PSD Teppel:  
“Approve purchase of gear lockers for Fire Station 4 for \$15,715.00, submitted by Paul Niles.”

**MOTION CARRIED**

*Absent Vice-Chair Magruder*

- ✓ *Same gear lockers installed at Fire Station 1 and 2 to stay consistent.*
- ✓ *Station crews will install lockers.*
- ✓ *Public Services – Electrical Division would be contacted to drop electric for power cords.*
- ✓ *Chairman Brophy asked that the gear lockers be ordered without the power cords at this time.*
- ✓ *Chairman Brophy asked PSD Teppel if funds were available through the department for the lockers. PSD Teppel stated he is currently negotiating the rehab costs for Fire Station 3 and is not able to commit to having the lockers taken out of the department budget.*

- On a motion made by Secretary/Treasurer Klavohn and seconded by Trustee Zelinski:  
“**TABLE** purchase of gear lockers for Fire Station 5 until October meeting, submitted by Paul Niles.”

**MOTION CARRIED**

*Absent Vice-Chair Magruder*

- ✓ *Same gear lockers installed at Fire Station 1 and 2 to stay consistent.*
- ✓ *Cost for ST 5 lockers is \$6,205.00.*
- ✓ *Wait to make purchase until the annual funds are received.*

- On a motion made by Trustee Zelinski and seconded by Trustee Obidowicz:  
 “**TABLE** purchase of the upgrade to the lockers at Fire Station 1 and 2 for the power bar rail until October meeting, submitted by Paul Niles.”

**MOTION CARRIED**  
*Absent Vice-Chair Magruder*

- ✓ *Cost to upgrade ST 1 and ST 2 is \$1,600.00*
- ✓ *Wait to make purchase until the annual funds are received.*

OTHER BUSINESS:

- It was discussed that due to a pending pension disability hearing at the October meeting, the Foreign Fire Board will meet at 8:00 am on October 22, 2018.

ADJOURNMENT:

- On a motion made by Secretary/Treasurer Klavohn and seconded by Trustee Zelinski:  
 “Adjournment at 11:38 a.m.”

**MOTION CARRIED**  
*Absent Vice-Chair Magruder*

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

\_\_\_\_\_  
 10/22/2018  
 Date

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

\_\_\_\_\_  
 10/22/2018  
 Date

Prepared by: Meghan Strimel

**APPROVED AT THE 10/22/2018 REGULAR MEETING**

# Attachment A

Foreign Fire Insurance Board  
Regular Quarterly Meeting  
July 23, 2018

## Public Present – Please Print

	Name	Address
1.	George Fay	
2.	Kevin Bramwell	
3.	Dan Kerkstra	
4.	Jason Fredericks	
5.	Paul Niles	
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