

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

**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 11:04 a.m.

ROLL CALL -

Board Members Present: Chris Brophy, Chair
 Joe Valach, Vice-Chair
 Ryan Klavohn, Secretary / Treasurer
 Jeff LaJoie, Fire Chief
 Gary Obidowicz, Trustee

Absent Member: Dave Zelinski, Trustee
 Michael J. Johnson, Trustee

Recording Secretary: Meghan Strimel

Public Present: Appendix A

PUBLIC COMMENT -

None at this time.

APPROVAL OF MINUTES -

- **On a motion made by VALACH and seconded by OBIDOWICZ:
“Approve the minutes of the 3rd quarter REGULAR meeting dated July 25, 2022 as circulated.”**

ROLL CALL:

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

MOTION CARRIED.

TREASURER'S REPORT -

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

ALL IN FAVOR. MOTION CARRIED.

- *Some purchases from 3rd quarter are still pending.*
- *4th quarter of 2021 dive team approvals are still in process.*
- *Available balance as of 10.24.2022 is \$82,623.31.*
- *Check received for this year in the amount of \$165,000.00.*

- **On a motion made by VALACH and seconded by OBIDOWICZ:
“Approve the annual surety bond payment to Alliant in the amount of \$481.00”.**

ROLL CALL:

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

MOTION CARRIED.

- *Surety Bond is a requirement of state law and the rules and regulations.*
- *Bond is good for 5-years. Fee is due annually.*

OLD BUSINESS -

Procurement Card “P-Card” process is still ongoing. It was brought to our attention that not all the agendas and minutes were posted on the website. This has since been corrected and the application has been resubmitted for the Anti-Money Laundering evaluation. Still waiting for a response. Brophy asked that, if there was another bank, the fund would have to “jump through the same hoops”? Klavohn said he has yet to find another bank that would offer “P-Cards” to the board. If “P-Cards” cannot be acquired, checks can still be written.

NEW BUSINESS -

REQUESTS FOR REVIEW/APPROVAL:

1. Fitness Equipment, submitted by Ben Stubblefield.

- Stubblefield was not in attendance.
- Board has questions on proposal.
- Dollar amount requested was a wide range.

Brophy asked for a motion to accept the request as presented. **NO VOICE, FAILED.**

2. Strut System, submitted by Rich Kostelz.

- Request was submitted after the deadline for requests.
- Brophy wanted the request on the agenda for discussion to see if there were any extenuating circumstances.
- Part of the purchase will be paid for by grant monies received.
- Kostelz is not aware of a deadline to use the grant monies by.
- 3-4 weeks for delivery of product and no supply chain issues.
- Will be resubmitted for the January meeting.

- **On a motion made by OBIDOWICZ and seconded by VALACH:
“Approve the 2023 meeting schedule as presented.”
ALL IN FAVOR. MOTION CARRIED.**

2023 MEETING SCHEDULE – FIRE STATION 5 – 11:00AM

- 1st Quarter – January 23
- 2nd Quarter – April 24
- 3rd Quarter – July 24
- 4th Quarter – October 23

DISCUSSION FOR EARMARKING FUNDS:

- Discussed process for earmarking funds for a future project.
- LaJoie discussed a Public Safety Training Facility to be used by FD, PD, and PW for training.
- Pursuing State/Federal funds to help for a portion of the cost.
- If there is no movement in 2-3 years, the project will not happen.
- Board discussed amounts to earmark and a “sunset clause” for contribution to project. Possibly a percentage of annual funds received.
- A letter of request will be presented at the January meeting.

CLOSED SESSION -

None at this time.

ADJOURNMENT -

- **On a motion made by KLAVOHN and seconded by OBIDOWICZ:
“Adjournment at 11:27 a.m.”**

ALL IN FAVOR. MOTION CARRIED.

Chris Brophy, Chair

Date

Ryan Klavohn, Secretary/Treasurer

Date

APPROVED AT THE 01/23/2023 REGULAR MEETING

Prepared by: Meghan Strimel

Appendix A

Foreign Fire Insurance Board
Regular Meeting
10/24/2022

Public Present – Please Print

Name

1. Dave Butcher
2. Rich Kastelz
3. _____
4. _____
5. _____
6. _____
7. _____
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