

DOWNERS GROVE FIRE DEPARTMENT

FOREIGN FIRE INSURANCE (2%) BOARD MEETING MINUTES

For Meeting Held on 28 January 2021

Meeting called to order at 0811 hrs. via Zoom

2% Board Members in attendance: Chief Pindelski, Lt. Mowery, PM Meister (late), PM S. Marksowski, PM Kinney, PM Nowak, PM Kairis

Members Absent: *None*

Guests: T.S.O. Werner, Lt. Cipra, PM Beck

Approval of Last Meeting Minutes: Motion to approve the meeting minutes from December 10 that were distributed by PM Nowak, 2nd by PM Kairis. Motion passed by unanimous vote.

<u>Treasurer Report:</u>	Beginning Balance:	\$255,842.13
	Ending Balance:	\$249,048.19
	Widow's Fund (CD 1):	\$ 25,296.78
	Widow's Fund (CD 2):	\$ 28,104.03
	Total Widow's Fund:	\$ 53,400.81

Discussion on the matured CD that can be renewed at less than 1% interest. Treasurer Nowak is asking the board what direction we would like to go moving forward. Keep in checking account or re-invest? After some discussion the board is okay with re-investing for a short term C.D. and seeing how it plays out and make a decision upon maturity.

A motion to approve the treasurer's report was made by PM S. Markowski, and 2nd by PM Kairis. Motion passed by unanimous vote.

Old Business: Follow-up on air purifiers purchased at the December meeting. Chief Pindelski relayed that all of the purifiers have been purchased and installed at the various stations. We found two (2) issues during the installations and those have been repaired and all the units are working correctly.

Follow-up and discussion on the thermometers that were proposed and denied during the last meeting. EMS Coordinator Rietveld advised he did not want the thermometers proposed and presented a new request for hospital grade thermometers. The original thermometers was presented by PM Kairis and the idea was to get thermometers that did not require paramedics making invasive contact (mouth) to get a temperature. This was meant to get through the Coronavirus time frame at a reasonable cost. The total was a not to exceed (NTE) price of \$400 for all the thermometers. The new proposal is for \$400 each unit times 8 units. PM Kairis and PM S. Markowski both spoke out about trying to utilize the EMS budget rather than over \$3000 for thermometers from the 2%

fund. Chief Pindelski discussed he understood the concern and the issue at hand but we need to be respectful of his position as EMS Coordinator and he needs to approve the equipment being purchased. PM Kairis advised he did not get the proposal in on time due to a printer issue. We will table and discuss further at the next meeting if a proposal is presented.

New Business:

GENERAL PURCHASES – *None requested.*

STATION FUND REQUESTS

Station #103: Request from PM Beck asking for reimbursement for helmet shields purchased for all members at station #103. Total cost for all shields total is not to exceed (NTE) \$1,400. Discussion was held on reimbursement of items already purchased. Lt. Mowery advised this is a violation of the by-laws. All requests to be considered must be original and can not be reimbursed to individual members for items already purchased. Chief Pindelski reiterated that for transparency we need to do things the right way and reimbursement to members causes questions to be raised. Lt. Mowery closed the discussion by advising some items had been paid for in the past and reimbursed, however those particular cases were where the item(s) was approved prior to the purchase being made. A motion to DENY the purchase request was made by PM Kairis due to the request violating the by-laws. 2nd by Lt. Mowery motion passed by unanimous vote.

Station #105: Request for a Milwaukee tool kit that includes impact drivers, sawzall, multi tool, circular saw, 2 gallon wet dry vacuum and grinder NTE \$700. A motion to approve this purchase was made by PM Kairis, 2nd by Lt. Mowery. Motion approved by unanimous vote.

Station #105: Request for rags and towels NTE \$60. Motion to approve this purchase by PM Kairis, 2nd by Lt. Mowery. Motion passed by unanimous vote.

Station #105: Request to purchase an immersion blender from Amazon NTE \$50. Motion to purchase made by PM Kairis, 2nd by PM Meister. Motion passed by unanimous vote.

Station #105: Request to purchase a Dyson cordless cyclone vacuum NTE \$600. A discussion was held regarding another member purchasing the same unit at a discount at Home Depot. The cost was relayed at \$150. It was discussed if the better price could be obtained we could buy one for each station for the cost of one. It was relayed that Station #103 and Station #101 already purchased one of these and they are being used without issue. Lt. Mowery made a motion to purchase two (2) units if the \$150 price for each could be obtained, if not then purchase one at a NTE cost of \$600 for station #105 only. NOTE: If 2 units purchased this would be from the general fund rather than a station fund. 2nd by PM Meister. Motion passed by unanimous vote.

Station #105: Request to purchase two (2) cutting boards size 8x10 and two (2) cutting boards size 11x14 NTE \$60. A motion to purchase was made by PM Nowak and 2nd by PM Kairis. Motion passed by unanimous vote.

A discussion was initiated by PM S. Markowski regarding regularly replacing the cutting boards maybe every other year? He stated that as much as they get used, after a period of time it is very hard to get them cleaned appropriately. This was received well by the board and will leave it to the stations to put in for new cutting boards as needed.

Lt. Mowery brought up the discussion regarding reimbursement for cell phones. In the past it was required to have the reimbursed number be on file for the Fire Department to use for contact of members for emergencies and allow for text and other emergency messaging. Lt. Mowery brought up the possibility of reimbursing each member up to \$150 per year for their phone use provided the above is followed, with the reasoning of how much they are used for Fire Department use. Some items noted were Active 9-1-1, Flow MSP, and mapping software. There was some discussion regarding some phones being billed to the spouse of the member. It was decided that the bill needed to have the phone number listed that the member provided to the Fire Department to use to contact the member and that would be appropriate. The board thought this was an appropriate expenditure. Lt. Mowery made a motion to allow up to \$150 reimbursement for cellular phone use similar to the way we provide reimbursement for fitness memberships. The phone number had to be provided to the Fire Department for use for contacting the member both by phone and/or text. The bill for the phone number indicated would need to be presented by the October meeting for the year requesting reimbursement up to a maximum of \$150. Bills must meet or exceed the amount being requested for reimbursement. Motion 2nd by PM Kairis. Motion passed by unanimous vote.

PM Nowak brought up the amount of money in the fund. He was concerned about having such significant amounts not used. Lt. Mowery advised that we were prepared for a shortfall this year, and the board was pleasantly surprised by the amount issued, but this should be cautioned by the status of the economy currently. PM Kinney advised he was working on a plan for an addition to the tower specifically a roof prop. He has been working with PM Hoff and design engineers to get a mock up and possible costs. He will be contacting members of the administration once he has the correct information needed to present the proposal. This cost will be significant so some of the budget will be eaten up by this addition if it is approved.

Lt. Cipra is asking about his line item for awards. Lt. Mowery said the budget has been approved and he can utilize the budgeted monies available as he needs to. This doesn't need to get voted on by the board, but a formal request for purchase still needs to be completed and presented.

Lt. Mowery advised that positions on the board need to be elected by the board membership. PM S. Markowski advised that we have not used a Vice President position for some time so that will not be nominated or voted on as was mentioned in the agenda.

PM Meister nominated PM S. Markowski as board president. 2nd by PM Kinney. No other nominations heard. Motion passed by unanimous vote.

Lt. Mowery nominated PM Nowak to retain the treasurer position. 2nd by PM Kairis. No other nominations heard. Motion passed by unanimous vote.

PM S. Markowski nominated Lt. Mowery to retain the secretary position. 2nd by PM Kairis. No other nominations heard. Motion passed by unanimous vote.

Good of the 2% Fund: Lt. Mowery asked the Chief for planning going forward if the next meeting will be in person or via Zoom, and if by Zoom any thought on a time frame to in-person meetings again? Chief Pindelski advised that we should just plan on the next meeting for now and plan on it being via Zoom. After the next meeting we should have a better idea if we will be able to go to in-person meetings. Lt. Mowery will get a link from PM Meister and provide it with the February agenda.

Next Meeting: February 25th via Zoom meeting link.

Motion to adjourn made by PM Kairis, 2nd by PM Meister.

Meeting adjourned at 0906 hrs.