

DOWNERS GROVE FIRE DEPARTMENT
FOREIGN FIRE INSURANCE (2%) BOARD

MEETING MINUTES

Meeting Date: 26 September 2013

Meeting Time: 0730 hrs.

Meeting Location: Fire Station #2 (5420 Main St., Downers Grove, IL.)

Meeting called to order at 0743 hrs.

2% Board Members in attendance: Lt. Pajak, Lt. Mowery, PM Meister, PM Jagger, PM S. Markowski

Members Absent: Chief Jackson, PM Conway

Guests: D/C Daly, PM Hills, FF Cipra, PM Baldwin

Previous Meeting Minutes: Motion by Lt. Pajak, 2nd by PM Jagger to approve the August 22 meeting minutes. Motion passed by vote.

Treasurer Report: Checking Account: \$154,231.38

Widows Fund: \$23,037.59 (plus \$50,000 C.D.)

Old Business: I-Pad and Computer for public education have been purchased.

Heartscan Update – 2 spots are left as of today. Lt. Mowery advised that all members who have indicated an interest have been advised. Most have completed the test, there are approximately 5 who are still waiting. He also told Elmhurst Hospital first come, first serve. The rest will be able to go after January. (NOTE: As of the writing of these minutes all scans had been utilized for the 2013 budget year.)

Station #5 update. D/C Daly advised that the floors, demolition, and cabinets (ordered) are completed. Station cleaning may be assisted by other companies before the open house. Some discussion brought up by PM Meister about the initial discussion on building services doing the work vs. a general contractor. There were some concerns that things seemed to be rushed and personnel were worried about quality and fit and finish. D/C Daly noted that all the electrical, plumbing, and floors were being completed by a contractor. This has been effectively taken out of the fire department's hands. Due to the deadline no contractor could guarantee the deadline date, so building services has been doing some of the drywall and finish work. He also advised that any problems noted will be fixed and not just left as "good enough". D/C Daly advised that the only thing the 2% board has paid for is the appliances (around \$10,000), and possibly we would not need any further monies.

Update on the new forms? PM Meister has been working on this. He sent it out to all the board members and asked for feedback. He received a little bit, and

this is a continual work in progress. The Chief has been busy, but they will continue to try to complete the new form before the end of the year.

PM S. Markowski has finally figured out the problem with the minutes from the July and February 2011 meeting minutes. One was a budget meeting (February) and they have no notes that were taken (workshop). July the meeting was cancelled.

Marsha did not come to the meeting to show the interactive training program again. PM Mesiter advised that she may not know she is on the agenda. Lt. Mowery advised he would send her an e-mail when the next agenda is sent so she can advise if she will be at the meeting.

There was a discussion held on the training committee and school/books fund. The desire of the board is to make sure that there is money allotted for reimbursement throughout the year for those who wish to pay for classes and be reimbursed the allotted 50%. Work on this issue will be on-going and will try to work with training while still maintaining reimbursement. Some thoughts to be reviewed are a lump sum to training division and separate for reimbursement, 100% reimbursement for required classes, 50% for non-required classes.

New Business: A discussion was held regarding the significant cost related to the cable billing. Some thought was to provide basic service to all stations with the sub boxes (3 per station), and if stations wanted extra service to take that amount out of the station fund. Lt. Pajak and PM Brainard will work on this project.

The board is still trying to figure out what to earmark \$30,000 of capital funds for in the 2014 budget. D/C Daly stated there are a lot of projects at all the stations that could be looked into. D/C Daly is working on getting the monies into the village budget to split cost with this capital project. This will be on-going.

Health and Wellness initiative discussion tabled. This discussion will be tabled due to PM Conway not being in attendance at this meeting. He has all the points and information on this discussion.

Treadmill for station #1 was mislabeled. This should have read a replacement elliptical machine, which is being looked into. PM Hills is handling and will follow up at subsequent meeting(s) as necessary to facilitate a replacement.

Requests for purchase: General fund request. Sole source pricing for the Max Rack has come through with a quote and a letter. \$8,000 for 2 racks (for station #1 and #3). 3 sets of 30 – 70# dumb bells, 6 sets of 5 – 25# dumb bells. One free motion cable cross. These are for station #1, #3, and #5.

Station #1: None

Station #2: None

Station #3: None

Station #5: None

Administration: None

Good of the 2% Fund: D/C Daly advised that any quotes that are coming through the Foreign Fire Tax Board need to be signed off by the President not the Fire Chief. Any contracts need to go through legal since the property will become village assets, and once approved any approval must be signed off by the Board President.

The newspaper has Freedom of Information Act (F.O.I.A.) request some of the documentation of the Foreign Fire Tax Board. We have 5 days to comply with this request. These items must be done in a timely manner.

Just an informational question, D/C Daly asked on behalf of Chief Jackson if we could purchase uniforms for the honor guard that are in next year's budget for some programs coming up later this year? The board denied this ability and will have to wait until after January.

Next Meeting: October 24 @ 0730 hrs. Station #2.

Motion to adjourn made by Lt. Mowery, 2nd by PM Jagger. Motion passed by vote.

Meeting adjourned at 0857 hrs.