

Elburn & Countryside Fire Protection District
Foreign Fire Insurance Board Meeting Minutes
05/20/2022

Date: May 20, 2022

To: ECFPD Trustees, Chief Officers, Members, District Attorney & General Public

From: Merry Morris, Financial Specialist

President E. Daffron called the meeting to order at 8:03 am with the following persons in attendance:

E. Daffron	D. Oliver
S. Walter	T. Lange
Chief J. Cluchey	M. Morris

No public in attendance.

President E. Daffron led the Board in the Pledge of Allegiance.

APPROVAL OF MINUTES

- D. Oliver stated that he thought there should be a correction to letter “K” in the minutes regarding the silverware, as he thought it was tabled. E. Daffron stated it wasn’t tabled, but they wanted to see a whole new proposal.

E. Daffron made a motion to accept the February 2022 minutes as presented. D. Oliver seconded the motion. Motion passed with a roll call vote.

Roll Call Vote

<u>4</u>	Ayes
<u>0</u>	Nays
<u>2</u>	Absent
<u>1</u>	Abstained (Chief Cluchey as he stated he was not at that meeting)

TREASURER’S REPORT:

- E. Daffron stated that he had found an Xbox for station 3. The ending balance is \$49,520.63. The question was asked if this was just for Station 3. E. Daffron said he thought it had been approved for all 3 stations, but he would go back and check.
- T. Lange stated that there were two charges from Mastro for knives, 7 days apart. The question was asked if they were billing individually for each station. T. Lange said he was going to try to get one invoice sent to Station 1.

E. Daffron made a motion to approve the treasurer’s report as presented. D. Oliver seconded the motion. Motion passed with a roll call vote.

Roll Call Vote

<u>5</u>	Ayes
<u>0</u>	Nays
<u>2</u>	Absent

OPEN FORUM/PUBLIC COMMENTS:

None.

CORRESPONDENCE:

None.

OLD BUSINESS:

- a) Review of outstanding purchases

Elburn & Countryside Fire Protection District
Foreign Fire Insurance Board Meeting Minutes
05/20/2022

- E. Daffron stated that he has proofs for graphics for station doors, and this project was getting close. They have been working on it for a couple of years with sign shop in Sycamore, Banner Up. They prepared a quote based on the proofs. The design for Station 1 was changed a bit. Previously \$2500 was approved for this, but it is coming in at about \$1800 including installation.
- D. Oliver stated that he noticed on Station 2 design, the white on white is hard to see. E. Daffron said it will be gold on back background. Discussion of colors ensued. E. Daffron stated that it is a computer rendering, but will come out metallic gold.
- E. Daffron stated that we are under limit. He will present it to the Board of Trustees and ask to move forward. No motion is necessary. President Reynolds would like to see it before it goes on the door. Chief Cluchey will pass it along.
- T. Lange stated that the forcible entry simulator is being built. R. Seggebruch will pick it up. Chief Cluchey asked if it was run past the Board. E. Daffron stated that it was.
- T. Lange stated that 2x4s are needed, and usually 2% pays for ongoing costs for a project. He asked if that is the plan. E. Daffron does not remember anything about that. He said that if the academy is going through a bunch of wood, we need to work through that. E. Daffron also stated that he would like to specify the type of wood. T. Lange said it is just pine, which is cheap.
- E. Daffron stated that he is exploring patio furniture. Even Menards stuff on the floor is out of price range. It may need to be revisited as \$4,000 may not cover it. T. Lange said he would work with E. Daffron on it. T. Lange asked if we could have a special meeting for this? Chief Cluchey said to find what you want, and get it approved by the Chief or Assistant Chief. He suggested making a motion to increase the budget. Discussion was that this was for all three stations, and a tall one would be best for Station 1 as the walls on the patio are tall. D. Oliver asked if \$2,000 for each station is enough. T. Lange stated that all stations would be different.

E. Daffron made a motion to increase the budget for the patio furniture from \$4,000 to \$6,000. D. Oliver seconded the motion. Motion passed with a roll call vote.

Roll Call Vote

5 Ayes
0 Nays
2 Absent

b) Knife rental re-evaluation

- E. Daffron stated that the contract for the knives started in March. S. Walter said it started with 3 months. E. Daffron stated that if we are happy, let it continue. There is no discount for paying ahead. S. Walter stated that everyone seems happy with it.
- T. Lange asked if there is a cancellation clause. S. Walter said he did not know, but will check. He also stated that delivery is the first Friday of every month. T. Lange asked what they would do if no one was there. A short discussion ensued.
- E. Daffron stated that no motion was needed. We approved it for the year. Let's get a date and pay them.

NEW BUSINESS:

- a) Board position discussion
 - Everyone stated they are happy where they are.

Chief Cluchey made a motion to keep the officers of the Foreign Fire Insurance Board the same. D. Oliver seconded the motion. It was voted on and passed.

b) Mattress Proposal

- S. Ferris presented the mattress proposal, and stated he did his research. T. Lange stated to be clear, not every mattress will be replaced. E. Daffron said correct, not all. They would go through and decide which ones to replace. They came up with 16 total: 5 for Station 1, 6 for Station 2, and 5 for Station 3.

Elburn & Countryside Fire Protection District
Foreign Fire Insurance Board Meeting Minutes
05/20/2022

- S. Ferris said he got quotes from Sleep Number and Sealy Posturepedic. The quote from Sealy for 16 was \$7,560. D. Oliver stated that he was against traditional mattresses. T. Lange stated he thought they quoted for the base model, and 2% would cover the rest. District would cover \$3,024.89.
- S. Ferris stated that the quote from Sleep Number was \$24,172.33 including tax for 16. He also said that 16 12" Sealy would be \$10,879.84.
- E. Daffron stated that we are tax exempt, so it would be \$22,381.79 grand total for everything Sam is suggesting.
- D. Oliver stated he would make a motion for the \$22,000 to get it all. T. Lange stated he didn't think we need the mattress pads. E. Daffron stated that we could ask Sleep Number if they would keep the discount if people want to buy their own pads.
- S. Walter stated that if the District covered \$7,500, the total would be \$14,500. E. Daffron said he couldn't speak about the past and if the District covered any of it.
- Chief Cluchey asked why we are replacing all of them. T. Lange responded that they look like something from skid row. They're pretty bad. S. Walter added that they don't even make this model anymore.
- Chief Cluchey stated that this wasn't budgeted for and was never on the radar. He said he would have to look at the budget and see where we could put \$7,000. If we can find money in the budget, he would rather pay for mattress pads.
- E. Daffron stated that when we had the incident at Station 2, we did a lot of things to the mattresses, and they need to be replaced.
- Chief Cluchey said he would find the \$3,000 for the bed bug covers in the budget. D. Oliver said let's accept \$3,000 now then and move forward. Chief Cluchey said if he can get it covered...
- E. Daffron stated that if 2% has to do this every 13-14 years, that's pretty good.
- Chief Cluchey stated that when you see these things on the radar, let whoever is doing the budget know.
- D. Oliver asked if 2% is covering the pads in the future, or is the District covering them going forward?
- E. Daffron said he would make a motion to move forward with S. Ferris' proposal, not to exceed \$3,000. Sam will work with T. Lange. T. Lange said it includes 16 mattresses, 16 covers, 50 pads, remotes, installation and removal of old ones, right?
- E. Daffron said he would make a motion not to exceed \$23,000. Chief Cluchey suggested adding about \$400 for delivery going to all three stations.

E. Daffron said he would change his motion to move forward with S. Ferris' proposal, not to exceed \$23,400. D. Oliver seconded the motion. Motion passed with a Roll Call vote.

Roll Call Vote

5 Ayes
0 Nays
2 Absent

c) Refrigerator/Pantry organizer proposal

E. Daffron made a motion to approve the purchase of refrigerator/pantry organizers not to exceed \$30. Motion was seconded by S. Walter. Motion passed with a roll call vote.

Roll Call Vote

5 Ayes
0 Nays
2 Absent

d) Flat top friendly tools

- Seeking approval for 3 sets, not to exceed \$100

e) Step stool proposal

- Seeking approval for step stools for stations 2 and 3, not to exceed \$100 each

Elburn & Countryside Fire Protection District
Foreign Fire Insurance Board Meeting Minutes
05/20/2022

- f) Meat thermometer proposal
 - Seeking approval for \$75 total, up to \$100. S. Walter stated he didn't think we needed the Pro.
- g) Tupperware proposal
 - Seeking approval for \$300 total, as proposed
- h) Glove and boot dryer proposal
 - Discussion was held about whether we needed all new ones, or if we had any in proper working order. It was stated that the ones we have were old and not working properly. Proposal was for buying 2 for each station, for a total of up to 6 units at a total cost of \$650. A review of what we have would take place prior to placing order.

E. Daffron made a motion to approve Items D through H as proposed, not to exceed a total of \$1,350. D. Oliver seconded the motion. Motion passed with a roll call vote.

Roll Call Vote

5 Ayes
0 Nays
2 Absent

- i) Costco trip proposal
 - Discussion was that the previous minutes say to evaluate this quarterly.

E. Daffron made a motion to spend up to \$2000 for kitchen supplies for the 2022/2023 fiscal year, to be revisited in the 2023/2024 fiscal year, with K. Suriano and T. Lange to administer. Motion seconded by T. Lange. Motion passed with a roll call vote.

Roll Call Vote

5 Ayes
0 Nays
2 Absent

- j) Mattress protector proposal
 - Discussion was held earlier during the Mattress proposal. No action needed.

OTHER MATTERS/CONCERNS:

- S. Walter asked for tips for the agenda layout. M. Morris stated that she would now type the agenda and asked everyone to send agenda items to her. She would then disseminate and post.
- E. Daffron stated that all 3 Chiefs and M. Morris should get the entire packet each month.
- E. Daffron stated that we are trying to get to a point where these meetings run more smoothly to cut down on meeting time.

At _____ am, Chief J. Cluchey made a motion to adjourn. E. Daffron seconded the motion. It was voted on and approved.

Respectfully Submitted,
Merry Morris, Financial Specialist
Elburn & Countryside Fire Protection District