

# **Meeting Minutes of the Bartlett Foreign Fire Insurance Board**

**Meeting held on May 15, 2017 at Station 1**

Meeting called to order at 13:36 hrs by FFIB Chairman Michels

Roll Call is taken by Secretary Maulding.

Those in attendance are Chairman Michels, Secretary Maulding, Purchase Coordinator Gustafson, Trustee Maiz, Treasurer Scumaci, Chief Falese and Trustee Filpi.

### **Approval of the Agenda:**

Chairman Michels amended the agenda to exclude item 11-F; approval of item 17-10.

Chief Falese moved to approve the amended agenda; seconded by Purchase Coordinator Gustafson.

- Ayes – Chairman Michels, Secretary Maulding, Purchase Coordinator Gustafson, Trustee Maiz, Treasurer Scumaci, Chief Falese and Trustee Filpi.
- Opposed – none

Agenda was approved

### **Approval of the Minutes:**

Motion made to accept the January 27, 2017 meeting minutes by Treasurer Scumaci; seconded by Trustee Filpi.

- Ayes – Chairman Michels, Secretary Maulding, Purchase Coordinator Gustafson, Trustee Maiz, Treasurer Scumaci, and Trustee Filpi.
- Opposed – none
- Abstain – Chief Falese

Minutes were approved

**Open Forum/Public Comment:** none

**Correspondence:** none

**Chairman's Report:** The Bartlett Fire Protection District Trustee's wanted to pass a message of thanks and appreciation for continued cooperation with the FFIB.

### **Treasurer's Report:**

As of the April 30, 2017 bank statement the fund balance is \$155,484.69

Year to date the fund has spent \$18,802.01

Secretary Maulding moved to approve the Treasurer's Report; seconded by Purchase Coordinator Gustafson.

- Ayes – Chairman Michels, Secretary Maulding, Purchase Coordinator Gustafson, Trustee Maiz, Treasurer Scumaci, Chief Falese and Trustee Filpi.
- Opposed – none

Treasurers Report was approved

### **Purchase Coordinator's Report:**

Outstanding purchases account for \$79,382.47, leaving approximately \$36,000.00 of a fund balance when all approved purchases have been realized.

Treasurer Scumaci moved to approve the Purchase Coordinator's Report; seconded by Chairman Michels.

- Ayes – Chairman Michels, Secretary Maulding, Purchase Coordinator Gustafson, Trustee Maiz, Treasurer Scumaci, Chief Falese and Trustee Filpi.
- Opposed – none

### **Old Business:**

#### **Certify Election Results:**

Trustee Filpi and Secretary Maulding both won re-election unopposed to the Foreign Fire Insurance Board. Chairman Michels moved to certify the election results from the 2017 election; seconded by Treasurer Scumaci.

- Ayes – Chairman Michels, Secretary Maulding, Purchase Coordinator Gustafson, Trustee Maiz, Treasurer Scumaci, Chief Falese and Trustee Filpi.
- Opposed – none

#### **Board Positions:**

Treasurer Scumaci moved to have Chairman Michels serve again as Chairman in 2017; Seconded by Trustee Maiz.

- Ayes – Chairman Michels, Secretary Maulding, Purchase Coordinator Gustafson, Trustee Maiz, Treasurer Scumaci, Chief Falese and Trustee Filpi.
- Opposed – none

Purchase Coordinator Gustafson moved to have Treasurer Scumaci serve again as Treasurer in 2017; Seconded by Chairman Michels.

- Ayes – Chairman Michels, Secretary Maulding, Purchase Coordinator Gustafson, Trustee Maiz, Treasurer Scumaci, Chief Falese and Trustee Filpi.
- Opposed – none

Chairman Michels moved to have Purchase Coordinator Gustafson serve again as Purchase Coordinator in 2017; Seconded by Treasurer Scumaci.

- Ayes – Chairman Michels, Secretary Maulding, Purchase Coordinator Gustafson, Trustee Maiz, Treasurer Scumaci, Chief Falese and Trustee Filpi.
- Opposed – none

Treasurer Scumaci moved to have Secretary Maulding serve again as Secretary in 2017; Seconded by Chief Falese.

- Ayes – Chairman Michels, Secretary Maulding, Purchase Coordinator Gustafson, Trustee Maiz, Treasurer Scumaci, Chief Falese and Trustee Filpi.
- Opposed – none

#### **New Business:**

#### **Purchase Requests:**

**2017-09** submitted by Janice Gumprecht for 3 Elevated Desks.

Discussion was held on this item.

Motion made to approve 2017-09 by Chairman Michels; seconded by Trustee Maiz.

- Ayes – Chairman Michels, Secretary Maulding, Purchase Coordinator Gustafson, Trustee Maiz, Treasurer Scumaci, Chief Falese and Trustee Filpi.
- Opposed – none

Item #2017-09 was approved in the amount of \$1,680.00 for the purchase of 3 Elevated Desks.

**2017-05** submitted by FF Scumaci for the renewal of Active 911 subscription.

Motion made to approve 2017-05 made by Chief Falese; seconded by Trustee Maiz.

- Ayes – Chairman Michels, Secretary Maulding, Purchase Coordinator Gustafson, Trustee Maiz, Treasurer Scumaci, Chief Falese and Trustee Filpi.
- Opposed – none

Item #2017-05 was approved in the amount of \$660.00 for renewal of Active 911 subscription.

**2017-06** submitted by FF Maulding for Power Racks.

Discussion was held on this item.

Motion made by Secretary Maulding to amend 2017-06 to a new price of \$5,377.00 from \$7,377.00; seconded by Treasurer Scumaci. The new price reflects a reimbursement for the buyback of old fitness equipment from the vendor, Direct Fitness Solutions.

- Ayes – Chairman Michels, Secretary Maulding, Purchase Coordinator Gustafson, Trustee Maiz, Treasurer Scumaci, Chief Falese and Trustee Filpi.
- Opposed – none

Item #2017-06 was adjusted to a price of \$5,377.00.

Discussion was held on the amended proposal. More quotes were requested for informational purposes. Motion made by Treasurer Scumaci to table the proposal until the end of the meeting; seconded by Purchase Coordinator Gustafson.

- Ayes – Chairman Michels, Secretary Maulding, Purchase Coordinator Gustafson, Trustee Maiz, Treasurer Scumaci, Chief Falese and Trustee Filpi.
- Opposed – none

**2017-07** submitted by FF Maulding for barbells and bumper plates.

Discussion was held on this item.

Motion made to approve 2017-07 made by Chief Falese; seconded by Treasurer Scumaci.

- Ayes – Chairman Michels, Secretary Maulding, Purchase Coordinator Gustafson, Trustee Maiz, Treasurer Scumaci, Chief Falese and Trustee Filpi.
- Opposed – none

Item #2017-07 was approved in the amount not to exceed \$3,700 for the purchase of barbells and bumper plates.

**2017-08** submitted by FF Dendinger for 5 TRT fall protection devices.

Discussion was held on this item.

Motion made to approve 2017-08 made by Chairman Michels; seconded by Trustee Maiz.

- Ayes – Chairman Michels, Secretary Maulding, Purchase Coordinator Gustafson, Trustee Maiz, Treasurer Scumaci, Chief Falese and Trustee Filpi.
- Opposed – none

Item #2017-08 was approved in the amount of \$1,255.00 for the purchase of 5 TRT fall protection devices.

Discussion was held on item g on the agenda, the extension of durations of purchase orders 16-11, 16-12, 16-22, 16-23, 16-24, and 16-26. Motion made by Chairman Michels to extend the duration of the purchase orders included for an additional 6 months, expiring December 15, 2017; seconded by Chief Falese.

- Ayes – Chairman Michels, Secretary Maulding, Purchase Coordinator Gustafson, Trustee Maiz, Treasurer Scumaci, Chief Falese and Trustee Filpi.
- Opposed – none

Chairman Michels made a motion to recess for 15 minutes and reconvene to discuss 2017-06; Chief Falese seconded.

- Ayes – Chairman Michels, Secretary Maulding, Purchase Coordinator Gustafson, Trustee Maiz, Treasurer Scumaci, Chief Falese and Trustee Filpi.
- Opposed – none

Meeting called to order at 14:34 hrs by FFIB Chairman Michels

Roll Call is taken by Secretary Maulding.

Those in attendance are Chairman Michels, Secretary Maulding, Purchase Coordinator Gustafson, Trustee Maiz, Treasurer Scumaci, and Chief Falese.

Absent is Trustee Filpi.

**2017-06** submitted by FF Maulding for Power Racks.

Discussion was held on this item.

Motion made to approve amended 2017-06 made by Secretary Maulding; seconded by Purchase Coordinator Gustafson.

- Ayes – Chairman Michels, Secretary Maulding, Purchase Coordinator Gustafson, Trustee Maiz, Treasurer Scumaci, and Chief Falese.
- Opposed – none

Item #2017-06 was approved in the amount not to exceed \$5,377.00 for the purchase of power racks for all 3 stations.

Motion made to adjourn by Secretary Maulding; seconded by Chairman Michels.

Meeting Adjourned at 14:37 hrs.