

**MINUTES OF THE
FOREIGN FIRE INSURANCE MEETING
FRIDAY, FEBRUARY 28, 2014**

BOARD OF TRUSTEES

*BRIAN CRAMER, PRESIDENT 2013-2015
TOM BENSFIELD, VICE PRESIDENT 2013-2015
JAMES BAUM, SECRETARY 2013-2015
ERIC JAEGER, TREASURER 2013-2015
CRAIG MARTINAITIS, TRUSTEE 2013-2015
REID SELVIK, TRUSTEE 2013-2015
CHIEF WILLIAM BRYZGALSKI - EX-OFFICIO*

CALL TO ORDER

President Cramer called the meeting to order at 0807 hours.

Roll Call by Trustee Martinaitis

Present: President Cramer, Treasurer Eric Jaeger, Trustee Craig Martinaitis, Trustee Reid Selvik, Chief Bryzgalski

Absent: Vice President Tom Bensfield, Secretary James Baum

SECRETARY'S REPORT

A motion by Trustee Selvik to accept the February 28, 2014 minutes as presented seconded by Treasurer Eric Jaeger and carried unanimously by voice vote.

TREASURER'S REPORT

Treasurer Jaeger reviewed the monthly financial report with the Board. We now have a remaining net balance of \$9,397.43 in our account following expenses that totaled \$13,254.86 which were subtracted from a previous balance of \$22,652.29.

We also have 199.00 available on the FD Visa following the return of a RIT BAG

A motion by Trustee Selvik to approve the financial report as presented by Treasurer Jaeger, seconded by Trustee Martinaitis and carried unanimously by voice vote.

A motion by Treasurer Jaeger to approve the following expenditures: Comcast Cable \$99.14, 02/16/14 – 03/15/14, Comcast Cable 197.39, 01/16-02/15 (plus an unpaid balance), Essential Equipment Solutions (Eclipse Thermal Imager by Bullard) \$10,689.00, Fitness Factory (Leg Press Machine) \$990.00, IRMA Bond (Annual Bill) \$33.00 seconded by Trustee Reid Selvik and carried unanimously by voice vote.

Vice President Bensfield was also reimbursed for hotel accommodations for an instructor's conference for the amount of \$482.83.

OLD BUSINESS

Trustee Martinaitis completed ethics training regarding the open meeting act.

PURCHASE RESPONSIBILITY

Chairs for the Dining Room – Vice President Bensfield (Purchase Complete)
Leg Exercise Machine – President Cramer, Secretary Baum (Purchase Complete)
A/V System in Training Room – Treasurer Jaeger (Ordered)
Scan-Am Speaker – Treasurer Jaeger (TABLED)
Thermal Imaging Camera – Vice President Bensfield (Complete)
Reconfigure Bunkroom – Vice President Bensfield, Trustee Reid Selvik

Leg Exercise Machine

Purchase was completed under budget for \$990.00. All personnel were given in service training and the equipment is currently in service for use.

Discussion Followed

A/V System in Training Room

Smart Board Purchase was approved along with all necessary equipment to operate it. The smart board was ordered through ABS along with a computer through AIS. Delivery is estimated at 2-3 weeks. Blu-ray player is also to be purchased upon the arrival of the smart board as a necessary component for operation.

A training plan will be set in place for all Fire Department employees prior to putting the equipment in service.

This equipment will not leave the fire department and is primarily designated for FD use.

Discussion followed

Thermal Imaging Camera

Purchased was completed slightly over the budget for \$10,689.00. The original budget was for \$10,000.00. This item went over budget in order to purchase a 5 year warranty on the equipment. Chief Bryzgalski received approval to exceed the originally budgeted \$10,000.00

Discussion Followed

NEW BUSINESS

Budget 2014-2015

Purchase Responsibility

- | | |
|--------------------------------|---|
| 1. Station Improvements | Trustee Selvik & Trustee Martinaitis |
| 2. Misc Exercise equipment | Secretary Baum & Trustee Selvik |
| 3. Window A/C Units | Vice President Bensfield |
| 4. Kitchen/Cookware & Utensils | Trustee Eric Jaeger |
| 5. Spare Hose trays for 1111 | President Cramer |

Exercise Equipment

Secretary Baum received two quotes from one company for equipment and is awaiting quotes from a second company. More discussion on this item will commence when the new budget year begins in May.

Discussion Followed

Hose Tray(s) \$2,000.00

Chief Bryzgalski received a quote for the amount of \$595.00 per tray. This item will be discussed further following the start of the new budget year.

Discussion Followed

Kitchen cookware & utensils \$2,500.00

Treasurer Eric Jaeger will discuss further following the start of the new budget year.

Discussion Followed

A/C Window Units

Discussion left for future meetings.

Discussion followed

Station Improvements

\$25,000.00 will be set aside for station improvements.

Discussion Followed

THE NEXT MEETING WILL BE FRIDAY, APRIL 25, 2014, AT 0800 HOURS. (GOLD) THE MEETING WILL BE HELD IN THE FIRE DEPARTMENT TRAINING ROOM.

A motion by Treasurer Jaeger to adjourn at 0839 hours seconded by, Trustee Selvik and carried unanimously by voice vote.

Respectfully Submitted,
James Baum, Secretary
02-28-14 FFIMIN
BOARD APPROVED