



# Urbana Fire Department

## Foreign Fire Insurance Board Meeting

### MINUTES

7:30 AM Tuesday November 2nd, 2016

400 S Vine St, Urbana, IL, 61801

1<sup>st</sup> Floor City Council Chambers

#### 1. CALL TO ORDER

- Called to order by Buxton at 0735hrs.
- MEMBERS PRESENT: Nightlinger, Jannusch, Lane, Buxton, Dilley, Thomas, Smith
- MEMBERS ABSENT:
- GUESTS: Derrick Odle

#### 2. APPROVAL OF MINUTES

- August 1st, 2016: Motion to Approve by Lane, 2<sup>nd</sup> by Smith, Passed, 7 Yays, 0 Nays

#### 3. READING OF THE TREASURER'S REPORT

- Checking: \$10,320.51
- Money Market: \$13,520.25
- Total: \$23,840.76

#### 4. PUBLIC COMMENT (5 MINUTE LIMIT EACH)

- None

#### 5. OLD BUSINESS

- Picture Board- Greg Smith presented the board with a bid from Primelight Studios for individual employee photos, inserted in an acrylic sleeve, as well as a wooden picture board where the photos can be moved, added, and deleted to reflect the current roster and rank of the department. He motioned to approve a budget of up to \$1500 to purchase the picture board and all associated materials, 2<sup>nd</sup> by Dilley, Smith- Yay Lane-Yay Jannusch-Yay Buxton-Yay Dilley-Yay Nightlinger-Yay Thomas-Yay, Passed, 7 Yays 0 Nays
- Station 1 Grill- Completed, repairs were made by Hicks Gas
- HFLS Bags- Completed
- IAFF Local 1147 Budgeted Money- No Interest from the board at this time
- Cable TV- No action taken, nor any further action needed as the board is satisfied with the current setup

#### 6. NEW BUSINESS

- Wi-Fi- Lee Buxton advised the board that he received three bids for internet service for Station 2, 3, and 4. The only provider that could provide that was Comcast, which was a cost of \$95 a station for both the service and the equipment. The money needed for this was added to the "subscriptions" line item in the approved budget.

- Budget/Operation Fund- The board set a budget for the upcoming year on items that have a reoccurring cost. It is as follows
  - Food Supplies \$700
  - Coffee \$2600
  - Kitchen Supplies \$200
  - Bedding \$100
  - Station Furniture \$1000
  - Annual Disbursement \$26,100
  - Electronics \$1000
  - Fitness Equipment \$500
  - Subscriptions \$8700
  - Prob FF New Issue \$600
  - Grills \$400
  - Facilities \$300

Smith motioned to approve the above Operation Fund Budget, 2<sup>nd</sup> by Jannusch Smith-Yay Lane-Yay Jannusch-Yay Buxton-Yay Dilley-Yay Nightlinger-Yay Thomas-Yay, Passed, 7-Yays 0-Nays

- Night Stand Lamps- The board was presented with a request to purchase LED desk lamps for all of the nightstands in the cubicles for all stations. The board collectively agreed it should ask the City of Urbana facilities division to cover this cost and no further action was taken.
- Weather Station- No purchase requests were submitted nor was anybody present to speak on it, no further action taken.
- CO Detectors- Derrick Odle presented the board with information on smaller CO monitors that would clip to the EMS jump bags, and requested five (5) be purchased. No action was taken as there was concern about the upkeep and durability of the units, as well as the fact that there are already monitors on the apparatus.
- 2017 Meeting Schedule- The following dates were presented as meeting dates for the upcoming year, they are as follows
  - February 7<sup>th</sup>, 2017
  - May 2<sup>nd</sup>, 2017
  - August 1<sup>st</sup>, 2017
  - November 7<sup>th</sup>, 2017

Nightlinger motioned to approve the above dates, 2<sup>nd</sup> by Dilley, Passed, 7 Yays 0 Nays

- FOR THE GOOD OF THE ORDER
  - Nothing at this time

## 7. ADJOURMENT

- Jannusch motioned to adjourn the meeting at 0907 hrs, 2<sup>nd</sup> by Smith, Passed, 7 Yays 0 Nays

**\*Next Meeting February 7<sup>th</sup>. 2017**