

Foreign Fire Insurance Board

City of Crystal Lake
100 W. Woodstock St.
Crystal Lake, Il. 60014



Chair: Richard Kreher
Vice Chair: Joseph Forsberg
Treasurer: Brian Marino
Secretary: Kevin Kownacki

Trustee: Michael Lucas
Trustee: Mark Landwer
Trustee: Chief Paul DeRaedt

Agenda for January 14, 2016
6:30 PM
Room P105

- I. Call to Order – 6:40 PM
- II. Roll Call/Determination of Quorum
 - Board Present in Person:* Richard Kreher, Brian Marino, Kevin Kownacki, Michael Lucas, Mark Landwer, Chief DeRaedt
 - Board Present by Polycom:* None
 - Membership Present in Person:* BC Pollnow, Matthew Klug
 - Membership Present by Polycom:* Lt. Sustek, Linneman, BC Whyte, D. Williams, Brechbiel
 - Pubilc:* None
- III. Adoption of the Agenda
 - Motion to Adopt Agenda as presented: Trustee Chief DeRaedt
 - Motion Second: Trustee Landwer
 - Motion Passes Unanimously
- IV. Public Commentary
 - a. BC Pollnow is gauging financial interest of the FFIB in pursuing the creation of cases and plaques in honor of previous Crystal Lake Fire Rescue members. Without diving too deeply into the design, BC Pollnow says the preliminary idea is to provide for 4 boards, each holding 100 names. The approximate cost will be \$4,000 and will be displayed at Station 1 in lighted cabinets. There are multiple phases to the project including plaques that will honor members after the centennial celebration to include a retired badge. The Board expressed interest and BC Pollnow will continue his work on this project.
- V. Reading and Approval of the Minutes of the Previous Meeting
 - a. November 24, 2015
 - i. The November 24, 2015 minutes were emailed out to the department for review. No one had any questions or concerns with the minutes.
 - Motion to Approve: Chair Rich Kreher
 - Motion Seconded: Trustee Mark Landwer
 - Motion Passes Unanimously (Yea: 6, Nay: 0)

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VI. Report of Officers

a. Nominations of Foreign Fire Insurance Board Members

- i. 3 positions were up for nomination. This was suppose to be done in the November meeting, but was forgotten about. The 3 positions were for Joey Forsberg, Michael Lucas, and Kevin Kownacki.
- ii. Chair Rich Kreher nominated Joey Forsberg, Seconded by Secretary Kevin Kownacki.
- iii. Secretary Kevin Kownacki nominated Matt Newton, Seconded by Chair Rich Kreher.
- iv. Chair Rich Kreher nominated Michael Geyman, Seconded by Secretary Kevin Kownacki.
- v. Chair Rich Kreher nominated Dave Kaltenbach, Seconded by Trustee Mark Landwer.
- vi. Chair Rich Kreher nominated Brian Menzimer, Seconded by Trustee Mark Landwer.
- vii. Chair Rich Kreher nominated Joseph Rosner, Seconded by Matt Klug.
- viii. Chair Richard Kreher nominated Nick Borst, Seconded by Kevin Kownacki.

Motion was made to accept all of the nominations

Motion was made by: Trustee Mark Landwer

Seconded by: Jim Sustek

Chair Rich Kreher said he had contacted all of the nominated people to see if they were still interested. They all agreed. Chair Rich Kreher said Monday will be the election day. Tresurer Brian Marino said he would take care of Black Shift, and Chair Rich Kreher will take care of Red and Gold Shift.

VII. Report of Standing/Special Committees - None

VIII. Treasurer's Report

a. November 24, 2015

- i. Total cash available as of 10/31/2015 was \$170,560.88 (\$118,029.81 earmarked for Heart Saver Tones)
- ii. Total Cash Available was \$51,888.75.
- iii. Total Funds available from budget was \$17,305.45.

Motion to approve the November 24, 2015 Treasurer's report:

Chair Rich Kreher

Motion Seconded: Mark Landwer

Motion Passes Unanimously (Yea: 6, Nay: 0)

b. January 14, 2016

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- i. Total cash available as of 12/31/2015 was \$169,918.56 (\$118,029.81 earmarked for Heart Saver Tones)
- ii. Total Cash Available was \$107,076.61.
- iii. Note that the Foreign Fire Insurance Board Deposit for FY2017 was applied with a total of \$61,752.22.
- iv. Total Funds available from budget was \$10,736.45.

Motion to approve the January 14, 2016 Treasurer's Report:

Chair Rich Kreher

Motion Seconded: Trustee Mark Landwer

Motion Passes Unanimously (Yea: 6, Nay: 0)

IX. Bills - None

X. Correspondence - None

XI. Old Business

- a. Gym Reimbursement – Chair Rich Kreher. Chair Rich Kreher stated that he talked to our Attorney previously before the January 6, 2016 meeting. The Foreign Fire Insurance Board Attorney said he spoke with the city's attorney, and everything was alright and legal, except the child care portion. The city's attorney did not know there were stipulations to receiving a reimbursement check. The Foreign Fire Insurance Board Attorney explained all of the details. Chief Paul DeRaedt said he needed to talk to his attorney also. He suggested getting a written letter from the States Attorney to make sure this was legal. Chair Rich Kreher wanted to set aside funds til this issue was resolved. Chief DeRaedt said the Foreign Fire Insurance Board could be prosecuted by the States Attorney with a misdemeanor, potentially. If not the whole board, the Treasurer would be for writing and signing the checks. It was brought up that other cities allow the department to use their monies for gym reimbursement and have not had any issues. The city said if the money is spent on gym reimbursement that they would write a letter to the States Attorney saying the funds are being used illegally. Chief Paul DeRaedt said the city is looking out for the tax payers money. An issue was brought up that this item was past its 1 year mark, and that it should be represented. It was decided since the regularly scheduled meeting on January 6, 2016 had to be cancelled due to emergency calls, and lack of a quorum that this item is still under the 1 year time frame. Two (2) checks will be issued for gym reimbursement. The first will be from January 1, 2015 to June 30, 2015, and another will be from July 1, 2015 to

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December 31, 2015. Each member participating in the program will have to resubmit their request to exclude child care cost from their total.

Motion was made to approve the 2015 gym reimbursement with the attorney's recommendation to remove the child care.

Motion made by: Dan Williams

Seconded by: Bob Brechbiel

Chair Rich Kreher – Yea
Tresurer Brian Marino – Yea
Secretary Kevin Kownacki – Yea
Trustee Michael Lucas – Nay
Trustee Mark Landwer – Nay
Trustee Chief Paul DeRaedt – Nay
Lt. Jim Sustek – Yea
Matt Klug – Yea
Thomas Linneman – Left the Meeting
Bob Brechbiel – Yea
Dan Williams – Yea
BC William Whyte - Nay
Motion Passes (Yea – 7, Nay – 4)

- b. Lawyer Retainer – Chair Rich Kreher. Chair Rich Kreher said he would like to retain Jerry Marzullo as the Foreign Fire Insurance Board lawyer. He said with the new bylaws and potentially any other legal question the board may have. Chair Rich Kreher was looking for \$1500.00. He charges \$150.00 per hours.

Motion was made to retain Jerry Marzullo as the Foreign Fire Insurance Board lawyer.

Motion made by: Trustee Mark Landwer.

Motion Seconded: Secretary Kevin Kownacki.

Chair Rich Kreher – Yea
Tresurer Brian Marino – Yea
Secretary Kevin Kownacki – Yea
Trustee Michael Lucas – Yea
Trustee Mark Landwer – Yea
Trustee Chief Paul DeRaedt – Yea
Lt. Jim Sustek – Yea
Matt Klug – Yea
Thomas Linneman – Left the Meeting
Bob Brechbiel – Yea
Dan Williams – Yea
BC William Whyte - Yea

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Motion Passes Unanimously (Yea – 11, Nay – 0)

- c. Foreign Fire Funds –Treasurer Brian Marino. Treasurer Brian Marino said the Foreign Fire Insurance Board has evolved a lot. The bylaws have been rewritten and the funds can now be moved away from the city. Treasurer Brian Marino said he doesn't create the budget, he is handed a Treasurer's Report and he reads from it. Treasurer Brian Marino said he has done extensive research and has found Baxter Credit Union to be the best fit for the Foreign Fire Insurance Board. He said this would only be a checking account, and Baxter Credit Union was ready with all of the legal paperwork. There was no cost to pull the funds, and if so Treasurer Brian Marino doesn't see it costing more \$500.00. No tax ID number was needed. Treasurer Brian Marino said the money in the Foreign Fire account is not to be used to make money, and that would be a violation of the state statute. Trustee Chief Paul DeRaedt said if the funds would be moved and gym reimbursement money was given out, that you may have to include that as income in your taxes due to state tax laws.

Motion was made for Treasurer Brian Marino to move the funds from the City of Crystal Lake.

Motion made by: Chair Rich Kreher

Seconded by: Mark Landwer

Chair Rich Kreher – Yea
Treasurer Brian Marino – Yea
Secretary Kevin Kownacki – Yea
Trustee Michael Lucas – Abstain
Trustee Mark Landwer – Yea
Trustee Chief Paul DeRaedt – Nay
Lt. Jim Sustek – Yea
Matt Klug – Yea
Thomas Linneman – Left the Meeting
Bob Brechbiel – Yea
Dan Williams – Yea
BC William Whyte - Nay

Motion Passes (Yea – 8, Nay – 2, Abstain - 1)

Motion was made for the Foreign Fire Insurance Board funds to be moved to Baxter Credit Union.

Motion made by: Chair Rich Kreher

Seconded by: Secretary Kevin Kownacki

Chair Rich Kreher – Yea
Treasurer Brian Marino – Yea
Secretary Kevin Kownacki – Yea

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Trustee Michael Lucas – Abstain
Trustee Mark Landwer – Yea
Trustee Chief Paul DeRaedt – Nay
Lt. Jim Sustek – Yea
Matt Klug – Left the Meeting
Thomas Linneman – Left the Meeting
Bob Brechbiel – Yea
Dan Williams – Yea
BC William Whyte - Nay
Motion Passes (Yea – 7, Nay – 2, Abstain - 1)

XII. New Business

- a. Recliners for Station 1 – FF/PM Matt Klug. Treasurer Brian Marino was presenting this item for FF/PM Klug since he had to leave the meeting. FF/PM Matt Klug was looking to get 10 recliners for Fire Station 1 from Guardian Recliners for \$675.00 per recliner. He is looking to purchase the same kind as Fire Station 3 & 4. He stated the recliners currently at Fire Station 1 are falling apart. These recliners would be an improvement to the living quarters at Fire Station #1. The quotes that were given to Treasurer Brian Marino did not mention anything about a warranty or removal cost. FF/PM Dan Williams asked if there was a plan with the city or station managers to create a replacement plan. Chief Paul DeRaedt said recliners are a low priority on the budget list, and if something has to be cut from the budget it is usually the lowest item. Chief Paul DeRaedt said the city would purchase one (1) recliner.

Motion was made to purchase nine (9) recliners for Fire Station #1 and not to exceed \$8,000.00.

Motion made by: Trustee Michael Lucas

Seconded by: Chair Rich Kreher

Chair Rich Kreher – Yea
Treasurer Brian Marino – Yea
Secretary Kevin Kownacki – Yea
Trustee Michael Lucas – Yea
Trustee Mark Landwer – Yea
Trustee Chief Paul DeRaedt – Yea
Lt. Jim Sustek – Yea
Matt Klug – Left the Meeting
Thomas Linneman – Left the Meeting
Bob Brechbiel – Yea
Dan Williams – Nay

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BC William Whyte - Yea
Motion Passes (Yea – 9, Nay – 1)

- b. Class A Uniform – FF/PM Sergio Delgado. FF/PM Delgado was not present and his item request was tabled.
- c. Class A Uniform – FF/PM Robert Seyl. FF/PM Seyl was not present and his item request was tabled.
- d. 2016 Annual Expenditures – FF/PM Brian Marino. Treasurer Brian Marino said with the new bylaws the Foreign Fire Insurance Board needs to have a proposed budget. He stated these items are a “Best Guess,” and can be changed if need be. See Crystal Lake Foreign Fire Insurance Board FY 2016/2017 Proposed Budget under the Foreign Fire Insurance Board folder on the city drive.

Motion was made to approve the proposed FY 2016/2017 by Treasurer Brian Marino.

Motion made by: Trustee Mark Landwer

Seconded by: Trustee Michael Lucas

Chair Rich Kreher – Yea

Tresurer Brian Marino – Yea

Secretary Kevin Kownacki – Yea

Trustee Michael Lucas – Yea

Trustee Mark Landwer – Yea

Trustee Chief Paul DeRaedt – Yea

Lt. Jim Sustek – Yea

Matt Klug – Left the Meeting

Thomas Linneman – Left the Meeting

Bob Brechbiel – Yea

Dan Williams – Yea

BC William Whyte - Yea

Motion Passes Unanimously (Yea – 9, Nay – 0)

XIII. Other Business

- a. Document Disposal – FF/PM Kevin Kownacki. Secretary Kevin Kownacki stated the secretary’s computer bag, along with it’s binders have minutes and agenda dating back to 2007. According to the “Application for Authority to Dispose of Local Records,” Item #33, Minutes and Agendas, the board needs to retain originals permanently, and retain duplicates for one (1) year, then dispose of. Electric copies of Minutes and Agenda counts towards orginial

Motion was made to submit a letter to request the disposal to the State of Illinois for the Foreign Fire Insurance Board documents as stated by the state statue.

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Motion may by: Trustee Chief Paul DeRaedt

Seconded by: Chair Rich Kreher

Chair Rich Kreher – Yea

Tresurer Brian Marino – Yea

Secretary Kevin Kownacki – Yea

Trustee Michael Lucas – Left the Meeting

Trustee Mark Landwer – Yea

Trustee Chief Paul DeRaedt – Yea

Motion Passes Unanimously (Yea – 5, Nay – 0)

XIV. Closing - None

XV. Announcement of Next Meeting

- a. March 2, 2016 at 1830 hrs room P105 City of Crystal Lake Municipal Complex
100 W. Woodstock Street, Crystal Lake IL 60014

XVI. Motion to Adjourn

Motion to Adjourn: Trustee Mark Landwer

Seconded by: Secretary Kevin Kownacki.

Motion passes Unanimously and meeting adjourn at 8:05 PM.