



Urbana Fire Department

Foreign Fire Insurance Board Meeting

MINUTES

7:30 AM Tuesday December 8th, 2015

1. CALL TO ORDER

- Called to order by Buxton at 0741 hrs.
- MEMBERS PRESENT: Nightlinger, Smith, Jannusch, Lane, Buxton, Dilley, Thomas
- MEMBERS ABSENT: None
- GUESTS:

2. APPROVAL OF MINUTES

- November 6th, 2015: Motion to Approve by Smith, 2nd by Nightlinger, Passed, 7 Yays 0 Nays
- November 13th, 2015: Motion to Approve by Smith, 2nd by Lane, Passed, 7 Yays 0 Nays

3. READING OF THE TREASURERS REPORT

- Checking: \$39,565.79
- Money Market: \$13,041.55
- Total: \$52,607.34

4. PUBLIC COMMENT (5 MINUTE LIMIT EACH)

5. OLD BUSINESS

- Open Meetings Act Training- Completed by all members
- Plasma Cutter- Smith motioned to rescind approval of purchase of plasma cutter, 2nd by Lane, Passed
 - Roll Call: Smith-Yay, Nightlinger-Nay, Lane-Yay, Dilley-Yay, Jannusch-Yay, Thomas-Nay, Buxton-Yay
- Picture Board-Smith is going to research cost of an electronic version, and board discussed implementing a 5 year rotation for new composite picture board for all stations, this pre-approved expenditure of \$1300 remained approved
- Hose Drying Racks- Purchased and placed in service
- FH Inspector for iPad- Purchased and placed in service
- DC Chism Memory Photo- Pre approved expenditure of \$400 remained approved for this project
- TRT Deployment Gear- Board has still yet to receive any requests/idea for this project, Lane motioned to remove, 2nd by Smith, Passed, 7 Yays 0 Nays
- Turnout Gear Patch- Continued until next meeting

6. NEW BUSINESS

- Rules & Regulations- Buxton motioned to accept the proposed Rules and Regulations, 2nd by Dilley, Passed
 - Roll Call: Smith-Yay, Nightlinger-Yay, Lane-Yay, Dilley-Yay, Jannusch-Yay, Thomas-Yay, Buxton-Yay
 - The new Rules and Regulations were adopted, they may be accessed on the H drive, 2% Board, 2015

- Operating Fund List- Treasurer Thomas presented a list of reoccurring cost of the 2% board and presented the Operating Fund List as follows:
 - Newspaper \$800
 - Cable TV \$2200
 - First Aid Station Supplies \$100
 - Kitchen Supplies (Salt,Pepper,Advil,etc) \$500
 - Coffee \$2500
 - Humidifier/Dehum./Filters \$300
 - Kitchen Utensils \$200
 - Mattresses TBD at a later date
 - Recliners \$1800
 - TV's/Media Players \$1000
 - Exercise Equip Maintenance \$500
 - Grills & Accessories \$500
 - Dec 1st Employee 2% Money \$21,000
 - Probationary Employee Equipment \$600
 - Nightlinger motioned to approve the Operating Fund List, 2nd by Lane, Passed
 - Roll Call: Smith-Yay, Nightlinger-Yay, Lane-Yay, Dilley-Yay, Jannusch-Yay, Thomas-Yay, Buxton-Yay
- Budget- Treasurer Thomas presented the budget as follows:
 - Total Funds for the Year: \$72,907.34
 - Total Accounted for Operating Fund List: \$32,250.00
 - Total from Pre-Approved Purchases: \$1700.00
 - Total Left for Discretionary Spending: \$38,957.34
- Removal of old grill from Station 2- Jannusch informed the board he would be removing the old deteriorated grill from station 2 that 2% had bought several years ago, he advised he would follow city policy and haul it to public works and discard it in their scrap metal container
- Meeting Schedule for 2016- Buxton proposed the following 2016 meeting schedule, with all of the meetings starting at 0730 in the City Council Chambers:
 - Feb 2nd, May 3rd, Aug 1st, and Nov 2nd, Nightlinger motioned to approve, 2nd by Dilley, Passed 7 Yays 0 Nays

7. FOR THE GOOD OF THE ORDER

- New Mattresses/Mattress Pads- Thomas
- Recliners- Thomas
- Assignment of 2% Tasks- Buxton
- Approval of Expenditure Form-Buxton

8. ADJOURMENT

- Smith motioned to adjourn the meeting at 0959 hrs, 2nd by Lane, Passed, 7 Yays 0 Nays

***Next Meeting February 3rd, 2016**