

**MINUTES OF THE REGULAR MEETING  
OF THE FOREIGN FIRE INSURANCE BOARD  
OF THE WAUCONDA FIRE PROTECTION DISTRICT  
Friday, February 5, 2021**

The Regular Meeting of the Foreign Fire Insurance Board (FFIB) of the Wauconda Fire Protection District was called to order Friday, February 21, 2021 at 08:00 a.m. at Wauconda Fire Station 1, 109 West Liberty Street, Wauconda, Illinois.

**ATTENDANCE:** Trustees present were Fire Chief Dave Geary, Lieutenant Scott Schrayner, Deputy Chief Pat Kane, Firemedic Brad Koffen, Firemedic Donald Miller and Firemedic Joren Bublitz. Also present were Deputy Chief Chas Buschick, Division Chief E.J. Miller, Lieutenant Mike Wagner, Lieutenant Jason Daun, Firemedic Kevin Tracz and Firemedic A.J. Cotsiomitis.

**PUBLIC COMMENTS:** None.

**APPROVAL OF MINUTES:** A motion was made by Trustee Kane, seconded by Trustee Stasieczek, to approve the November 5, 2020 Meeting Minutes as presented. On a call of voice vote, all were in favor.

**TREASURER'S REPORT:** Trustee Kane provided a Treasurer's Report to the Board. As of 1/24/2021, the ending account balance was \$88,094.04. A motion was made by Trustee Stasieczek, seconded by Trustee Bublitz to approve the Treasurer's Report as presented. On a call of voice vote, all were in favor.

OLD BUSINESS:

**A. Review and Possible Action on a previously tabled proposal for a D/C Ed Dagdick Memorial Tree, Rock, and Plaque with engraving – Savage**

After some board discussion and the absence of Matt Savage who originally submitted this proposal, it was decided to push it off for the fifth time, in anticipation for a more informed decision at the next quarterly meeting. A motion was made by Trustee Kane, seconded by Trustee D. Miller to table the memorial proposal. On call of roll:

Fire Chief Geary: Yes  
Lieutenant Schrayner: Yes  
Lieutenant Stasieczek: Yes  
Deputy Chief Pat Kane: Yes  
Firemedic Koffen: Yes  
Firemedic Miller: Yes  
Firemedic Bublitz: Yes

**B. Possible Rescinding of funds unused from previously approved proposals including but not limited to: station logo boards from 2/6/20 and Training / Classroom upgrades from 11/7/19**

The station logo board's funds were included under this agenda item due to the funds not being used prior to the posting of the agenda, those funds have been used. EJ Miller explained that he still has materials that he needs to obtain to build the roof prop and labor/materials to pay a welder, who is making some improvements to the training cans. The board agreed to keep the Training / Classroom upgrade proposal funds available until the next quarterly meeting and review again if necessary. A motion was made by Trustee Kane, seconded by Trustee D. Miller to accept all aforementioned board decisions. On call of roll:

Fire Chief Geary: Yes  
Lieutenant Schrayner: Yes  
Lieutenant Stasienczek: Yes  
Deputy Chief Pat Kane: Yes  
Firemedic Koffen: Yes  
Firemedic Miller: Yes  
Firemedic Bublitz: Yes

**NEW BUSINESS:**

**A. Annual Review of the Appropriate FFIB Expenditures list – Schrayner**

There were no changes suggested to the expenditure list. A motion was made by Trustee Stasienczek, seconded by Trustee Kane to approve the Appropriate FFIB Expenditure List as presented. On call of voice vote, all were in favor.

**B. Review and Possible Action on an FFIB email voting and recurring purchasing procedure specifically for station day room TV's, audio equipment, mounting and A/V Cables - Schrayner**

This agenda item was discussed at a previous meeting and the board expressed interest. This procedure of email voting by the board would include day room A/V equipment only. If new A/V equipment is needed at any of the stations, an email should be sent to the IT Group and then the FFIB would be notified. The FFIB Chairman would use email to conduct a vote amongst the remaining FFIB Trustees for the purchase of the A/V equipment. If the items are unofficially approved by the email vote, the FFIB would move forward with the purchase of that equipment. A "new business" agenda item would be added to the next FFIB quarterly meeting to officially approve the previously purchased A/V equipment. The board agreed that a **"Do Not Exceed" amount of \$2,000** would be used for each purchase. A motion was made by Trustee Bublitz, seconded by Trustee Koffen to approve the FFIB to use email voting for station day room A/V equipment purchasing. On call of roll:

Fire Chief Geary: Yes  
Lieutenant Schrayner: Yes  
Lieutenant Stasienczek: Yes  
Deputy Chief Pat Kane: Yes

Firemedic Koffen: Yes  
Firemedic Miller: Yes  
Firemedic Bublitz: Yes

**C. Review and Possible Action on a new TV and Sound Bar for station three - Spratt**

Due to the action taken previously on station A/V Equipment, the board decided that it would be best to use that procedure for the proposal. A motion was made by Trustee Stasieczek, seconded by Trustee Kane to reject the Station three TV and Sound Bar proposal. On call of roll:

Fire Chief Geary: Yes  
Lieutenant Schrayner: Yes  
Lieutenant Stasieczek: Yes  
Deputy Chief Pat Kane: Yes  
Firemedic Koffen: Yes  
Firemedic Miller: Yes  
Firemedic Bublitz: Yes

**D. Review and Possible Action on a Rapid Deployment Craft - Daun**

Lieutenant Daun explained the importance of having a Rapid Deployment Craft for water/ice rescue. He explained that the one that we currently use is owned by the county and it is also in need of repair. Lieutenant Daun stated that he would like to return the county RDC to the swiftwater trailer and obtain our own to keep in 3455 or the boat. A discussion took place on whether this item can be budgeted for and purchased by the district. A motion was made by Trustee Stasieczek, seconded by Trustee Kane, to approve the purchase of a Rapid Deployment Craft with a **“Do Not Exceed” amount of \$2,700.** On call of roll:

Fire Chief Geary: Yes  
Lieutenant Schrayner: Yes  
Lieutenant Stasieczek: Yes  
Deputy Chief Pat Kane: Yes  
Firemedic Koffen: No  
Firemedic Miller: No  
Firemedic Bublitz: No

**E. Review and Possible Action on RTIC 16 oz. Tumblers for the Stations - Tracz**

Firemedic Tracz explained that he would like to get rid of the mismatch of drinking cups from all the stations and replace them with tumblers that have our WFD logo on them. Discussion ensued on use, cleaning, storage etc. A motion was made by Trustee Kane, seconded by Trustee Koffen, to approve the purchase of RTIC 16 oz. Tumblers for the stations with a **“Do Not Exceed” amount of \$750.** On call of roll:

Fire Chief Geary: Yes

Lieutenant Schraye: Yes  
Lieutenant Stasieczek: No  
Deputy Chief Pat Kane: Yes  
Firemedic Koffen: Yes  
Firemedic Miller: No  
Firemedic Bublitz: No

**F. Review and Possible Action on funding for new station kitchen supplies - Wagner**

Lieutenant Wagner explained that the stations were in need of new kitchen supplies and pellets for the cooking smokers. The items needed were similar to those from the last kitchen supply purchase that was approved. A motion was made by Trustee D. Miller, seconded by Trustee Bublitz, to approve the purchase of new station kitchen supplies with a **“Do Not Exceed” amount of \$1,200.** On call of roll:

Fire Chief Geary: Yes  
Lieutenant Schraye: Yes  
Lieutenant Stasieczek: Yes  
Deputy Chief Pat Kane: Yes  
Firemedic Koffen: Yes  
Firemedic Miller: Yes  
Firemedic Bublitz: Yes

**BOARD MEMBER COMMENTS:**

- a. Closed proposals:
  - a. Fitness Equipment from 7/2/20 - Staniszewski
  - b. St 1 Kitchen Tables & Chairs from 7/2/20 – Stasieczek
  - c. Echo Rogue Exercise Bikes from 11/5/20 – Staniszewski
  - d. Station Logo Boards from 2/6/20 – Daun
  - e. Mega Code Kelley from 11/5/20 – Christensen
  - f. St 1 Refrigerators from 11/5.20 – Staniszewski / Wagner
- b. Schraye and Koffen’s terms expire April 2021, a self-nomination process will take place in March. Schraye and Koffen both stated their intention to self-nominate for another term.

**ADJOURNMENT:** A motion was made by Trustee Kane, seconded by Trustee Stasieczek, to adjourn the meeting at 8:43 a.m. On a call of voice vote, all were in favor.

Respectfully Submitted,

Scott Schraye  
Chairman, Board of Trustees  
Foreign Fire Insurance Board of the Wauconda Fire District

Approved by the Foreign Fire Insurance Board at their May 7, 2021 Meeting.