

MINUTES

Regular Meeting

DeKalb Foreign Fire Insurance Tax Board

May 10, 2021

8:00 A.M.

The Foreign Fire Insurance Tax Board ("FFITB") conducted a Regular Meeting on May 10, 2021, at the DeKalb Police Headquarters, 700 West Lincoln Highway, 2nd Floor, DeKalb, Illinois.

ROLL CALL

Chairman Matt Klotz called the meeting to order at 8:06 A.M. and called the roll. Members present were Trevor Chilton, Matt Klotz, Joe Long, Vinny Laudicina, Bill Lynch, and Fire Chief Jeff McMaster. Matt Holuj was absent. Others present were Firefighter/Paramedic Harley Siddall, Assistant City Manager Josh Boldt, and Administrative Assistant Natalie Nelson, as recording secretary.

APPROVAL OF AGENDA

Joe Long motioned to approve the agenda as presented, Trevor Chilton seconded the motion, a voice vote was conducted, and the motion passed unanimously.

PUBLIC PARTICIPATION

None.

APPROVAL OF MINUTES

Chief McMaster motioned to approve the Special Meeting minutes from March 15, 2021, as presented, Joe Long seconded the motion, a voice vote was conducted, and the motion passed unanimously.

OLD BUSINESS

Review of Completed and Pending Purchases

Purchases completed included Milwaukee Tower Light and Elkhart Standpipe Kit. The Milwaukee saw batteries and bar kits are on backorder, as are the black-out shades. The Insta-pots will be purchased at Target at the next trip.

NEW BUSINESS

Approval of Treasurer's Report for 1st quarter of 2021

Matt Klotz noted the backordered items will appear on the next meeting's Treasurer's Report. Chief McMaster motioned to approve the Treasurer's Report as presented, Bill Lynch seconded the motion, a voice vote was conducted, and the motion passed unanimously.

Approval of Items to Purchase

Matt Klotz summarized the procedure for using FFITB funds. The annual Foreign Fire Insurance Tax amount received was higher than usual. At each quarterly meeting, FFITB Wish List items are considered in order and approximately \$10,000 is spent. Traditionally, \$10,000 has been kept in reserve for emergency purchases. Increasing the reserve amount was proposed and discussed, as maintenance on aging equipment is inevitable.

Discussion of items #16-21 from the Wish List followed:

16. SCBA & Mask Identifiers – These reflective, glow-in-the-dark labels include names and vehicles;
17. Soft coolers for engines to store drinking water;
18. Duffle bags for keeping bedding;
19. Fireground Decon System – The logistics of storing the shower attachments and training were discussed. This system allows gear cleaning immediately after exposure, which would benefit those who do not have a second set of gear. Chief McMaster requested more information about this item and must review prior to purchase approval. All members agreed to table this purchase for now.
20. Rogue Bench – This new weight bench will go to Station 3 and is the same as the benches at Stations 1 and 2.
21. Nightstands for every bunk at each station
22. Littman Stethoscopes – These will be placed on each front-line ambulance.

FFITB members should review the Wish List posted at Station 1 for upcoming purchases prior to each quarterly meeting.

Discussion on Gear Washer & Dryers Installation

Grant funds were received for one new gear washer (Station 3) and two gear dryers (Stations 1 and 3) to replace an aging machine and provide Station 3 crews the ability to clean their gear at their station. Funds were disbursed two weeks ago and cover most of

the cost; the grant requires a 10% match using non-federal funds. FFITB previously agreed to contribute the matching funds, which will cover part of the purchase, as well as shipping, installation, and machine programming. Two potential vendors visited the stations last week to re-evaluate the installation and develop new quotes. The City will cover electric and plumbing costs. The estimated amount needed to complete the purchase will be \$2,000 less than the grant award monies received.

Joe Long motioned to approve contributing up to \$2,200 for the purchase and installation of one gear washer and two gear dryers. Bill Lynch seconded the motion. A roll call vote was conducted. Aye votes were cast by Trevor Chilton, Matt Klotz, Vinny Laudicina, Joe Long, Bill Lynch, and Fire Chief Jeff McMaster. No nay votes were cast. The motion passed.

Chief McMaster thanked FFITB for supporting the department by purchasing equipment and tools.

Discussion of Topics for Next Meeting Agenda

- Sole Bikes purchase for each station, and space limitations to be considered.
- FFITB reserve funds and carry over amounts for next year.
- SCBA equipment will expire soon, and anticipated costs are significant; discussion of brands or vendors to consider.
- Station 2 parking lot expansion concept to be discussed. No bids have been solicited or received. Josh Boldt suggested that City funds might be used.

The next regular meeting is August 16, 2021, 8:00 A.M. at DeKalb Police Headquarters.

ADJOURNMENT

Joe Long motioned to adjourn the meeting, Trevor Chilton seconded the motion, a voice vote was conducted, and the motion passed unanimously.

The meeting adjourned at 8:41 A.M.

Natalie Nelson, FFITB Recording Secretary

Minutes approved by the Foreign Fire Insurance Tax Board on August 16, 2021.