

MINUTES
CITY OF DEKALB
Foreign Fire Insurance Tax Board
August 27, 2018

The Foreign Fire Insurance Tax Board held a Meeting on August 27, 2018 in the Ellwood Conference Room, 200 S. Fourth Street, DeKalb, Illinois.

Matt Klotz, Chairman of the Board called the meeting to order at 8:10 a.m.

A. ROLL CALL

Chairman Matt Klotz called the roll and the following members of the Foreign Fire Insurance Tax Board were present: Jason Pavlak, Eric Hicks, Matt Klotz, Trevor Chilton, Bob Terry, and Matt Holuj. Member absent at roll call: Jared Thorp.

Others present were: Staff Liaison and Recording Secretary Traci Lemay

B. APPROVAL OF THE AGENDA – ADDITIONS / DELETIONS

A Motion was made by Jason Pavlak to approve the Agenda. Said Motion was seconded by Trevor Chilton and unanimously approved by the Board.

C. PUBLIC PARTICIPATION

None

D. APPROVAL OF MINUTES

A Motion was made by Jason Pavlak to approve the minutes of the May 21, 2018 regular meeting. Said Motion was seconded by Trevor Chilton and unanimously approved by the Board.

E. OLD BUSINESS

Review of Completed and Pending Purchases

- Water bottle filling station has not been ordered yet.
- Hydra Ram forcible tools were more expensive than original request, however funds were saved from other purchases that more than cover this increase and the Fire wipes purchase was cancelled.
- Everything on the 2018 Wish List has been purchased up to the PIG Forcible Entry Tool (with exception of the Water bottle filling station as noted above).

Used Shipping Container/Training Center Project

This project has not moved forward. It is estimated to be approximately a \$100,000 total cost project of which Foreign Fire Funds were approved at the February 26, 2018 meeting for \$10,000 to purchase used shipping containers. The project would run through multiple fiscal years.

Since this project is not ready for advancement, a Motion was made by Jason Pavlak to rescind the approval from the February 26, 2018 meeting for \$10,000 to purchase used shipping containers to be converted into a fixed facility live firefighting, confined space, search and rescue training facility, if the City provides funds to complete the project. Said Motion was seconded by Bob Terry. Motion passed, with 1 nay vote from Matt Klotz.

If Foreign Fire Funds are requested for 2019 to purchase the used shipping containers, the request needs to go through the 2019 purchasing process.

F. NEW BUSINESS

Treasurer's Report and Accounts Payable

A Motion was made by Jason Pavlak to approve the Treasurer's report dated August 20, 2018. Said Motion was seconded by Bob Terry and unanimously approved by the Board by roll call.

Accounts Payable

A Motion was made by Bob Terry to authorize the payment of the bills as detailed on the monthly budget reports. Said Motion was seconded by Trevor Chilton and unanimously approved by the Board by roll call.

New Purchases

A Motion was made by Eric Hicks to purchase the following items from the 2018 wish list:

- Bayfloor Work/Meeting/Training Center for \$4,000
- Station 2 office remodel for \$5,395.23

Said Motion was seconded by Matt Holuj and unanimously approved by the board by roll call.


Topics for Next Meeting Agenda

Food/Rehab package for Truck 1 and Rescue 1

Since Rescue 1 and Truck 1 are predominantly used for out of town and long duration incidents, it was suggested that protein bars and Gatorade be placed on these vehicles to provide sustenance and hydration during these long events. A plan for the use, inventory, and location for this item will be brought to the next meeting where it will be further discussed along with a request for approval.

G. ADJOURNMENT

A Motion was made by Trevor Chilton to adjourn. Said Motion was seconded by Bob Terry. The meeting adjourned at 0840 hours. The next meeting of the Foreign Fire Insurance Tax Board will be November 26, 2018 at 8:00 a.m.



Traci Lemay, FFITB Recording Secretary

Minutes approved by Foreign Fire Insurance Tax Board on December 3, 2018.