Agenda
Village of Arlington Heights
Foreign Fire Insurance Tax Board
Fire Station #2 Conference Room
Arlington Heights Fire Department
Administrative Headquarters
1150 N. Arlington Heights Road
Arlington Heights, IL 60004
April 10, 2015
9:00 AM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

A. Minutes - January 21, 2015

IV. REPORTS

V. OLD BUSINESS

A. Disposal of exercise equipment
B. Fire Department Instructors Conference
C. Exercise shoes
D. MIC keepers
E. Garment bags
F. Fitness equipment - Smith machine
G. Workout clothing
H. Helmet inserts
I. Leatherman tool
J. Extra duty boots

VI. NEW BUSINESS

A. Tuition reimbursement requests
B. Continuing purchase list
C. Thermal imaging cameras
D. Treadmills

E. Internet service for fire stations

F. Tuition reimbursement allowance

VII. OTHER BUSINESS

VIII. ADJOURNMENT

Persons with disabilities requiring auxiliary aids or services, such as an American Sign Language interpreter or written materials in accessible formats, should contact David Robb, Disability Services Coordinator, at 33 S. Arlington Heights Road, Arlington Heights, Illinois 60005, (847)368-5793 (Voice), (847)368-5980 (Fax) or drobb@vah.com.

Item: Foreign Fire Insurance Tax Board

Department: Fire

ATTACHMENTS:

Description	Type
Minutes - January 21, 2015	Minutes

FOREIGN FIRE INSURANCE TAX BOARD
Minutes of Meeting
1150 N. Arlington Heights Road
Arlington Heights, IL 60004
January 21, 2015

Board Members in Attendance:	Kenneth Koeppen Ronald Fraider Martin Moran Richard Manthy Michael Schubert James Stempien Kevin Flynn

Ron Fraider called the meeting to order at 9:10 A.M. It was noted for the record that Board members met as scheduled on December 22, 2014 at 9:30 A.M.; however, a quorum was not established and, therefore, the meeting did not take place.

REVIEW OF MINUTES: Minutes of the September 15, 2014 regular meeting were reviewed. A change in number 4 under New Business, correcting “Mary Moran” to “Marty Moran” was called for. Rick Manthy made a motion to approve the minutes as corrected; Jim Stempien seconded; all voted in favor.

TREASURER’S REPORT: Marty Moran provided a hand-out showing the current fund balance at $441,595, reflecting a $134,186 deposit in October, 2014. Jim Stempien made a motion to accept the Treasurer’s Report; it was seconded by Chief Koeppen. All voted in favor.

One item of New Business was considered prior to opening Old Business for discussion.

NEW BUSINESS

1. Run-off election – A run-off election was held in November, 2014 to elect a Board member to replace Gregg Wikierak, who retired on November 19. Village Clerk Becky Hume and Board members Ron Fraider and Jim Stempien met on December 29, 2014 to canvass the results of the election. With 22 votes, Kevin Flynn was elected to complete the term of Gregg Wikierak, which expires on January 1, 2018. Ron Fraider made a motion to accept the canvassing results; it was seconded by Mike Schubert and all voted in favor.

OLD BUSINESS

1. Helmet inserts – This is an item Rob Losik brought to the Board at the last meeting. As he is not available for this meeting, the topic is tabled.

2. Exercise shoes – The Board discussed the fact that Runners High in Arlington Heights is the preferred vendor for several reasons: 1) it is a local business; 2) we have worked with them in the past and know them to be a reliable vendor and very customer-service oriented; 3) they provide custom fitting, a level of service not available from other vendors.

Rick Manthy made a motion to approve a not-to-exceed amount of $17,500 to Runners High for the purchase of one pair of athletic shoes for each member of the Fire Department. It was seconded by Mike Schubert. Roll was called with:

Ayes: K. Koeppen, K. Flynn, R. Manthy, R. Fraider, M. Moran, M. Schubert, J. Stempien
Nays: None
Ayes 7; Nays 0

Motion carried.

3. FDIC – Rick Manthy reported that five rooms have been reserved for the 2015 FDIC which will be held April 22-25, with the Expo beginning on the 23rd. Rick will put out an email to all personnel concerning the Conference to gauge the level of interest.

4. Fitness equipment and maintenance – Jim Stempien presented an invoice from Abt in the amount of $1,161.81 for repair of the elliptical machine at Station 4. Jim made a motion to approve the invoice for payment; it was seconded by Marty Moran and roll was called with:

Ayes: K. Koeppen, K. Flynn, R. Manthy, R. Fraider, M. Moran, M. Schubert, J. Stempien
Nays: None
Ayes 7; Nays 0

Motion carried.

Rick Manthy made a motion to approve a not-to-exceed amount of $5,000, renewable each year, for routine maintenance and repair of exercise equipment, initiated by a member of the Board. It was seconded by Mike Schubert and roll was called with:

Ayes: K. Koeppen, K. Flynn, R. Manthy, R. Fraider, M. Moran, M. Schubert, J. Stempien
Nays: None
Ayes 7; Nays 0

Motion carried.

John Volz had asked Board members to consider purchase of a new piece of fitness equipment for all four stations. The "Assist Dip Chin" with shroud for all four stations would come to $12,306.80. It is approximately 4' by 4' and 87" high. There are factors, including the size of the machine, that have to be considered. Board members will look into this for the next meeting.

John also asked the Board to consider the purchase of new machines to replace the Smith machines at Stations 3 and 4. The new machine is called a "half cage ensemble" and manufactured by Hoist. The cost for two would come to approximately $8,700.

Rick Manthy made a motion to approve the purchase of two Hoist brand Half Cage Ensemble machines from Fitness Equipment Service and Delivery of Carpentersville, Illinois at a not-to-exceed cost of $10,000. Mike Schubert seconded and roll was called with:

Ayes: K. Koeppen, K. Flynn, R. Manthy, R. Fraider, M. Moran, M. Schubert, J. Stempien
Nays: None
Ayes 7; Nays 0

Motion carried.

The old Smith machines will be disposed of as directed by the Village's surplus property protocol.

NEW BUSINESS

2. Election of officers - With the current Board in place, elections for Chairman, Vice Chairman, Secretary and Treasurer for one-year terms were conducted.

Chairman – Ron Fraider nominated Jim Stempien for Chairman; Chief Koeppen seconded and Jim Stempien accepted the nomination. There being no further nominations, the vote was taken with:

Ayes: K. Koeppen, K. Flynn, R. Manthy, R. Fraider, M. Moran, M. Schubert, J. Stempien
Nays: None
Ayes 7; Nays 0

Motion carried. Jim Stempien was elected Chairman of the Board.

Vice Chairman – Marty Moran nominated Mike Schubert for Vice Chairman; Ron Fraider seconded and Mike Schubert accepted the nomination. There being no further nominations, the vote was taken with:

Ayes: K. Koeppen, K. Flynn, R. Manthy, R. Fraider, M. Moran, M. Schubert, J. Stempien
Nays: None
Ayes 7; Nays 0

Motion carried. Mike Schubert was elected Vice Chairman of the Board.

Treasurer – Jim Stempien nominated Marty Moran for Treasurer; Ron Fraider seconded and Marty Moran accepted the nomination. There being no further nominations, the vote was taken with:

Ayes: K. Koeppen, K. Flynn, R. Manthy, R. Fraider, M. Moran, M. Schubert, J. Stempien
Nays: None
Ayes 7; Nays 0

Motion carried. Marty Moran was elected Treasurer of the Board.

Secretary – Rick Manthy nominated Kevin Flynn for Secretary; Marty Moran seconded and Kevin Flynn accepted the nomination. There being no further nominations, the vote was taken with:

Ayes: K. Koeppen, K. Flynn, R. Manthy, R. Fraider, M. Moran, M. Schubert, J. Stempien
Nays: None
Ayes 7; Nays 0

Motion carried. Kevin Flynn was elected Secretary of the Board.

3. Flagpole for Station 1 – Chief Koeppen brought the Board a proposal for the installation of a flagpole at Station 1. The Village has agreed to cover the cost of labor related to the installation, and the Board would be approving the cost of the flagpole itself, the lighting and the pad. Chief Koeppen made a motion to approve an amount not to exceed $5,000 for the material for the installation of a flagpole at Station 1. It was seconded by Marty Moran and roll was called with:

Ayes: K. Koeppen, K. Flynn, R. Manthy, R. Fraider, M. Moran, M. Schubert, J. Stempien
Nays: None
Ayes 7; Nays 0

Motion carried.

4. Pre-approved education providers list - Jim Stempien brought a list of dive-related education providers which Chris Rymut asked the Board to approve. Chief Koeppen asked that this be channeled through the Training division. Rick Manthy will handle.

5. Garment bags – Mike Schubert brought three sample garment bags given to him by John Volz. The bags, which are $56.25 each, would be for storing Class A dress uniforms. The Board examined all three. Ron Fraider made a motion to approve a not-to-exceed amount of $10,000 for the purchase of 120 Wally Two Pocket garment bags from the Glendale Parade Store in Northvale, New Jersey, having them embroidered with badge numbers, and the cost of returning the samples. It was seconded by Mike Schubert and roll was called with:

Ayes: K. Koeppen, K. Flynn, R. Manthy, R. Fraider, M. Moran, M. Schubert, J. Stempien
Nays: None
Ayes 7; Nays 0

Motion carried.

6. Desk-top lamps – Pete Newman asked Jim Stempien to consider the purchase of desk-top lamps. Chief Koeppen said the Department will handle.

7. Raptor tool – This item was brought to Jim Stempien's attention by personnel of Station 3, Red shift. Tom House had asked that the Board purchase a few to try out to determine if they are an acceptable addition to or replacement for the current tool, the Leatherman. Jim Stempien made a motion to approve a not-to-exceed amount of $500 for the purchase of up to six Raptor tools. It was seconded by Rick Manthy and roll was called with:

Ayes: K. Koeppen, K. Flynn, R. Manthy, R. Fraider, M. Moran, M. Schubert, J. Stempien
Nays: None
Ayes 7; Nays 0

Motion carried.

Personnel will evaluate the Raptor over the next 90 days and a determination as to purchase for all personnel will be made at the Board's third meeting of the year.

8. Retractable gear keepers – Rick Manthy reported that as of now, only officers have the retractable gear keepers and the Board has been asked to purchase them for non-officers as well. Rick Manthy made a motion to authorize a not-to-exceed amount of $10,000 for the purchase from Air One of 100 Fire Mic Keepers. It was seconded by Marty Moran and roll was called with:

Ayes: K. Koeppen, K. Flynn, R. Manthy, R. Fraider, M. Moran, M. Schubert, J. Stempien
Nays: None
Ayes 7; Nays 0

Motion carried.

9. Extra-duty boots - Personnel at Station 1, Gold shift have asked Jim Stempien to have the Board consider the purchase of an extra pair of duty boots. This topic is tabled until the next meeting.

10. Tuition reimbursement request – Marty Moran received a request from Dave Roberts for tuition reimbursement from a provider not on the Board's pre-approved list. Rick Manthy made a motion to approve reimbursing Dave Roberts $385 for the cost of a 50-hour online class in command training from Blue Card Incident Command Training. It was seconded by Mike Schubert and roll was called with:

Ayes: K. Koeppen, K. Flynn, R. Manthy, R. Fraider, M. Moran, M. Schubert, J. Stempien
Nays: None
Ayes 7; Nays 0

Motion carried.

11. Meetings – The board had a discussion on future meeting dates. The Board's Rules and Regulations call for at least one meeting each quarter, and the Board decided future meetings will be held on Thursdays or Fridays, on the call of the Chairman. The next meeting will be held in April, 2015.

12. Continuous purchase list – The Board discussed the current Continuous Purchase List. Marty Moran reported that it is updated and current. Marty will add two items approved today – garment bags and the Mic Keeper, to the list. Chief Koeppen said the Department will provide a new cabinet for storage of items on the list.

13. Button making machine – Lt. Andrew Larson asked the Board to consider funding the purchase of an automatic button making machine to replace the old, manual one the Department uses each year at its Open House. Mike Schubert made a motion to approve a not-to-exceed amount of $500 for the purchase of a new automatic button maker with accessories; it was seconded by Jim Stempien and roll was called with

Ayes: K. Koeppen, K. Flynn, R. Manthy, R. Fraider, M. Moran, M. Schubert, J. Stempien
Nays: None
Ayes 7; Nays 0

Motion carried.

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There being no further business brought before the Board, Rick Manthy made a motion to adjourn the meeting at 11:19 A.M.; Mike Schubert seconded; all voted in favor; motion carried.