



Agenda
Village of Arlington Heights
Foreign Fire Insurance Tax Board
Fire Station #2, Conference Room
1150 N. Arlington Heights Road, AH, IL 60004
March 23, 2023
9:00 AM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Approval of Minutes 12/8/22

IV. REPORTS

- A. Treasurer's Report

V. OLD BUSINESS

- A. Education Requests
- B. House Fund Requests
- C. Forms
- D. Station Boards

VI. NEW BUSINESS

- A. Academy Supplies
- B. Fitness Items
- C. Clothing Items
- D. FF Self Rescue Kits
- E. TV Organization
- F. HVAC Cleaning
- G. Station Allowance
- H. Seagrave Project
- I. FDIC Hotels
- J. FDIC Funding Program

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 Erin Mercado, at 33 S. Arlington Heights Road, Arlington Heights, Illinois 60005, emercado@vah.com or (847)368-5793.



**Foreign Fire Insurance Tax Board
3/23/2023**

Item: Minutes

Department: Fire

ATTACHMENTS:

Description	Type
FFITB 12/8/22 Meeting Minutes	Minutes

FOREIGN FIRE INSURANCE TAX BOARD

Minutes of Meeting
1150 N. Arlington Heights Road
Arlington Heights, IL 60004

December 8, 2022

Board Members

in Attendance:

Ross Chapman
Kevin Flynn
James Stempien
Scott Miller
Marty Moran

Absent:

Lance Harris
Rob Losik

Guests:

Les East
Melissa Cayer

Jim Stempien called the 4th quarter 2022 meeting to order at 9:07 am.

APPROVAL OF MINUTES: Minutes of the September 8, 2022 meeting were reviewed. Ross Chapman made a motion to approve the minutes; it was seconded by Kevin Flynn; no objections; motion carried.

TREASURER'S REPORT: Marty Moran reports that the current fund balance is \$589,175. Interest of \$3,855 received. Jim Stempien made a motion to accept the Treasurer's Report; seconded by Kevin Flynn; motion carried.

OLD BUSINESS:

Education Requests – Marty Moran reports that C. Rymut has been accepted into FEMA Advanced Individual Concept and Emergency course. There is no cost for this class but he needs to drive back and forth to Libertyville and back each day to attend. He is required to submit a thesis paper to EMI to complete this course. He also has a book invoice needed for research.

Ross Chapman made a motion to cover C. Rymut's education expense for travel and expenses in the amount of \$406.04 from his annual tuition funds; seconded by Jim Stempien.

Ayes: R. Chapman, S. Miller, K. Flynn, M. Moran, J. Stempien

Nays: None

Ayes: 5, Nays: 0

Motion carried.

House Fund Requests – Marty Moran reports that there is nothing outstanding. Marty states that there has been confusion on the amount; the amount is \$50 including tax. Tax exemption form can and should be used for all purchases whenever possible.

Bottled Water – FFITB ordered a pallet of bottled water for hydration, rehab fires and training. The pallet arrived a couple months ago. The water was divvied to all stations. Jim Stempien checked all 4 stations and they still have a stockpile. There are no funds to approve a second pallet yet.

Uniform Patches – Chief Harris handled this personally to get all uniforms updated with the flag corrected. This project went smooth and is completed.

T Shirts – Jim Stempien received sizes from all members and is ready to order from Special T Unlimited.

Pelotons – Pelotons were delivered. Scott Miller reports that everyone loves the Peloton and are happy. We are still working on connecting to the tv.

Forms – Jim Stempien is working on a general request form with step-by-step instructions on how to submit a request to the FFITB, education request form and a kitchen request form. Once completed, he'll pass it around for feedback prior to sending out to the department.

Photos – Chief Harris came to the last meeting and requested an update for photos for the department. He didn't have all the information last meeting so request was tabled. He now has the numbers using Shapiro Photography. The cost to get new headshots for every member of the department and complete composite for each station and admin office with fees come out to \$7,750. The last time we tackled this project was in 2014 and FFITB approved not to exceed \$7,000.

Jim Stempien made a motion not to exceed \$9,000 for photography through Shapiro Photography to update department photos; seconded by Marty Moran.

Ayes: R. Chapman, S. Miller, K. Flynn, M. Moran, J. Stempien

Nays: None

Ayes: 5, Nays: 0

Motion carried.

NEW BUSINESS:

Station Boards – C. Rymut submitted previously submitted to purchase traditional style Station Boards at each station on the bay floor that displays your riding assignments / training for the day. Chief Koeppen supported this and the funds were approved but the funds were not utilized and the funds expired. K. Evans wishes to revisit this and to take over the project. K. Evans has been in contact with the same vendor. K. Evans received quotes and mock ups. The boards run \$1,000 apiece and are custom hand made with a lead time of 4 – 8 weeks. Boards can be customized to our needs and includes wall mounts and hardware, erasers, markers and free delivery. We will need our current administration support.

Jim Stempien made a motion not to exceed \$5,000 with Tragas Custom Builds contingent on Fire Administration approval; spending can be decreased if utilizing Scott Miller's prototype at Station 1; seconded by Marty Moran.

Ayes: R. Chapman, S. Miller, K. Flynn, M. Moran, J. Stempien

Nays: None

Ayes: 5, Nays: 0

Motion carried.

Gym Shoes – For the past 10 years, FFITB purchases each member a pair of gym shoes to encourage members health and fitness. We currently use Runners High and Tri. Runners Hi and Tri is a local business and they give us a discount. They open up early 3 consecutive days to accommodate our members as they get off shift. The brands that they carry can be limited. The brands that are available are Brooks, Saucony, 3 models of new balance, Reebok Nano’s and an addition is bike shoes to be used with Peloton. The program dates will be January 21, 2023 – March 1, 2023. A deposit of \$5,000 is issued at the beginning of the program with balance due at the end of the program.

Scott Miller made a motion not to exceed \$13,500 for Ross Chapman to oversee the gym shoe purchase department wide through Runners High and Tri; seconded by Marty Moran.

Ayes: R. Chapman, S. Miller, K. Flynn, M. Moran, J. Stempien
Nays: None
Ayes: 5, Nays: 0
Motion carried.

Fitness Clothing – This is a continuation of the program Rob Losik started in the warmer months where the department received t shirts and short for working out. Rob used the highest priced items for 1 zip up hoodie/sweatshirt and sweatpants to estimate. It would cost \$125 per person.

Jim Stempien made a motion not to exceed \$15,000 for Rob Losik to handle this project to outfit each member of the department in hoodie (1) and sweatpants (1) using the same previous vendor; seconded by Kevin Flynn.

Ross Chapman amends the motion to include the administrative staff in our workout clothing program to encourage health and fitness amongst all members of the institution; seconded by Marty Moran.

Ayes: R. Chapman, S. Miller, K. Flynn, M. Moran, J. Stempien
Nays: None
Ayes: 5, Nays: 0
Motion carried.

Coats – Fire Chief Harris has a game jacket that is identical to the Local 3105 union jacket. Chief Harris is interested in having this jacket become a duty jacket. Chief Harris received a quote from Today’s Uniforms with patch, name and flag for a little over \$8,300. The vendor can have these delivered within a few weeks. Chief Harris is requesting the initial purchase through FFITB and any new hires will be funded by the Fire Department.

Ross Chapman made a motion not to exceed \$12,000 for game duty jackets if American made jackets are available, otherwise \$8,5000 for non-American made game duty jackets through Today’s Uniforms; seconded by Scott Miller.

Ayes: R. Chapman, S. Miller, K. Flynn, M. Moran, J. Stempien
Nays: None
Ayes: 5, Nays: 0
Motion carried.

OTHER BUSINESS:

Forcible Entry Wedges – M. Oates is requesting the purchase of additional Aluminum Force Wedges for future members of the Fire Dept. A few years ago, they were able to get 96 wedges for members. The wedges are incorporated into forcible entry training. These wedges are continuously used during this training have a longer service life as opposed to traditional wood wedges that split or break into pieces. M. Oates would like to request the purchase of an additional 25 wedges at minimum for new and future members. If the FFITB would like to increase the number, he would need no more than 50 to accommodate the future hires and replacements. The quote is \$18 a wedge from Air One.

Marty Moran made a motion not to exceed \$1,200 for 50 wedges and to add the wedges to the continuous purchase list; seconded by Kevin Flynn.

Ayes: R. Chapman, S. Miller, K. Flynn, M. Moran, J. Stempien
Nays: None
Ayes: 5, Nays: 0
Motion carried.

Tech Rescue Equipment – Team leader M. Retel has exhausted his budget for 2022 for buying equipment for the team. He purchased team share items. He has also requested for his 2023 budget to be increased. He needs a few miscellaneous items for the team. He supplied a quote from Darley. Jim Stempien previously crossed checked the prices from other vendors and M. Retel received excellent pricing for the items.

Ross Chapman made a motion not to exceed \$1,700 for additional tech rescue equipment; seconded by Scott Miller.

Ayes: R. Chapman, S. Miller, K. Flynn, M. Moran, J. Stempien
Nays: None
Ayes: 5, Nays: 0
Motion carried.

Public comment – Public comment was made by a guest. Guest commented to ask assistant village manager Diana Mikula for resources to create paperless forms. Guest also stated that if FFITB receives funds from homeowners' insurance, there should be a line item on their bill showing how much is given to FFITB fund. Jim Stempien explained that homeowner's insurance is not the funding source for the FFITB, and that businesses in Arlington Heights who purchase insurance from an insurance company outside Illinois, pay a 2 % fee for Foreign Fire Insurance Tax Fund.

Illinois Municipal League Resolution – Illinois Municipal League (IML) has capped their fee at 5% in 2019. They collect the fees from various insurance companies and distributes it to the FFITB. The FFITB can operate independently and collect their own fees or continue to work with the IML. If the FFITB wants to operate independently, then a document stating so should be created.

Jim Stempien made a motion to accept the FFITB Resolution authorizing IML to collect the 2% Foreign Fire tax fee that has been happening since 2019; seconded by Ross Chapman.

Ayes: R. Chapman, S. Miller, K. Flynn, M. Moran, J. Stempien
Nays: None
Ayes: 5, Nays: 0
Motion carried.

Motion made by Kevin Flynn to adjourn 4th quarter meeting; seconded by Marty Moran. The meeting was adjourned at 11:04 am.