

MINUTES

CITY OF DEKALB

Foreign Fire Insurance Tax Board

February 10, 2020

The Foreign Fire Insurance Tax Board (“FFITB”) conducted a Regular Meeting on February 10, 2020, at the DeKalb Municipal Building, Glidden Conference Room, 200 S. Fourth St., 2nd Floor, DeKalb, Illinois.

Chairman Matt Klotz called the meeting to order at 8:30 A.M. and called the roll.

ROLL CALL

FFITB members present were Matt Holuj, Matt Klotz, Jeff McMaster, and Joe Long. FFITB members absent were Trevor Chilton, Todd Adamson, Chris Ziola. Ziola arrived at 8:33 A.M.

Others present were Zak Prielipp, Dan Franklin, Eric Blanken, Makayla Holuj, and Fire Department Administrative Assistant Natalie Nelson, as recording secretary.

APPROVAL OF THE AGENDA – ADDITIONS / DELETIONS

Joe Long motioned to approve the agenda as presented, Mat Holuj seconded the motion, and the motion passed by unanimous voice vote.

PUBLIC PARTICIPATION

None.

APPROVAL OF MINUTES

Chief McMaster motioned to approve the meeting minutes from November 18, 2019, as presented, Joe Long seconded the motion, and the motion passed by unanimous voice vote.

OLD BUSINESS

Review of Completed and Pending Purchases

The new recall jackets are ordered should arrive this week. Claesson Cleaners will steam clean the carpet cleaning after March 1 when salting general stops, as well as vehicle front seats. The Blowhards for Engines 1 and 2 arrived at Station 1 last Friday and will be installed this week. A charging procedure for these will be established.

NEW BUSINESS

Seating New Board

Election of Officers

Chris Ziola and Todd Adamson did not seek re-election to the Board. Election for the next year's Board members from each shift resulted in nominating Dan Franklin and Zak Prielipp to join the Board.

Chief McMaster motioned to nominate Matt Klotz to continue in the role of chairman. Matt Holuj seconded the motion. Matt Klotz motioned to nominate Trevor Clinton to continue in the role of treasurer. Dan Franklin seconded the motion. Matt Klotz motioned to nominate Matt Holuj to continue in the role of secretary. Chief McMaster seconded the motion.

A voice vote of the present members was conducted to approve Dan Franklin and Zak Prielipp as members to the Board, Matt Klotz to continue as Chairman, Trevor Chilton to continue as Treasurer, and Matt Holuj to continue as Secretary. Each of the aforementioned motions passed unanimously.

Board Member Duties

- Joe Long agreed to be responsible for regular shopping trips. Other members will take turns accompanying him, so they can fill in as needed. The shopping list is saved in the shared folder.
- Zak Prielipp agreed to be responsible for gym equipment purchases.
- Dan Franklin agreed to be responsible for technology-related purchases.
- Trevor Clinton agreed to be responsible for bedding purchases.
- Matt Holuj agreed to be responsible for kitchen supply purchases.

Treasurer's Report

Copies of the fourth quarter Treasurer's Report were distributed.

Joe Long motioned to approve the fourth quarter Treasurer's Report as presented. Matt Holuj seconded the motion. A roll call vote was conducted with aye votes cast by Chilton, Franklin, Holuj, Klotz, Long, Prielipp, and McMaster. No nay votes were cast. The motion passed.

Approval of Items to Purchase

The next several items on the 2020 Wishlist Purchases were discussed.

- A Stairmaster for Station 3 will be purchased to replace the broken Stairmaster.
- Brute Force Sandbag workout equipment will be purchased.
- Blowhard for Engine 2 and 3 will be purchased.

- New helmet shields will not be purchased because changes to current gear identification would be necessary. Other types of identification and retrofitting costs must be considered first.
- New noise-reducing doors with vents will be purchased for the SCBA room.
- Oakley sunglasses without prescription lenses will be purchased. Those who want prescription lenses must paying the additional cost themselves. All of the sunglasses, including any prescription lens, must be ordered at the same time to take advantage of cost savings.
- A new adjustable bench for Station 2 will be purchased from Rogue Fitness.

Options for disposing of broken or worn exercise equipment were discussed. There is a company that will, for free, pick up old exercise equipment, refurbish it, and resell it for their own profit. Some vendors offer trade-in credit or discounts for new equipment. Before a new piece of exercise equipment is purchased, the person placing the order should inquire about these options.

Zak Prielipp motioned to approve the purchase of the aforementioned items. Matt Holuj seconded the motion. A roll call vote was conducted with aye votes cast by Chilton, Franklin, Holuj, Klotz, Long, Prielipp, and McMaster. No nay votes were cast. The motion passed.

Announcements/Topics for Next Meeting

Natalie Nelson will email the current Bylaws and the Foreign Fire Insurance Tax Board Act to Dan Franklin and Zak Prielipp, who will both complete the required online Open Meetings Act (OMA) training within 90 days and send their contact information to Natalie Nelson for the City Manager's Office records.

At the next meeting, discussions will include:
Revising the Bylaws to add a provision for swing shift personnel membership.
Proposing a purchase of workout equipment sanitizing wipes in resealable containers

ADJOURNMENT

Joe Long motioned to adjourn the meeting, Dan Franklin seconded the motion, and the motion was approved by unanimous voice vote. The meeting adjourned at 9:13 A.M.

The next meeting of the Foreign Fire Insurance Tax Board will be Monday, May 11, 2020, at 8:00 A.M, at the Police Department training room, most likely.

Natalie Nelson, FFITB Recording Secretary

Minutes approved by Foreign Fire Insurance Tax Board on November 9, 2020.