

**The Village of Wheeling  
Cook and Lake Counties, Illinois 60090  
Foreign Fire Tax Board  
Meeting Minutes  
March 9, 2018**

**1) CALL TO ORDER**

- a) Chairperson Pat Leahy called to order the regular meeting of the Foreign Fire Tax Board (FFTB) of The Village of Wheeling at 9:04 am on March 9, 2018 at 499 S. Milwaukee, Wheeling, IL.

**2) ROLL CALL**

- a) Secretary J. Shewfelt conducted a roll call. The following persons were present: Chairperson Pat Leahy, Assistant Chairperson John Bielick, Treasurer Bryan Zirzow, Secretary Jeff Shewfelt, Chief Keith MacIsaac, and Scott Smith. Stewart Watkins was absent

**3) APPROVAL OF MINUTES FROM LAST MEETING**

- a) Motion to approve the minutes for January 12<sup>th</sup>, 2018 were made by B. Zirzow and seconded by K. MacIsaac.

(1) Motion passed with a vote of 5-0-1 with S. Smith abstaining due to absence from last meeting.

**4) CHANGES TO THE AGENDA:**

- a) B. Zirzow requested discussion on new supply company due to the closing of Sam's Club in Wheeling for 'New Business'.

**5) PUBLIC COMMENTS & CONCERNS: None**

**6) OLD BUSINESS:**

- a) P. Leahy discussed the weight room at Station 42. He has been looking into a Multi Machine.
  - i) J. Shewfelt to work with Police Officer Richardson to coordinate planning and purchasing of new equipment.
  - ii) Chief K. MacIsaac would like to have professional maintenance contracts written up for the new equipment.

b) S. Smith would like to discuss Specialty team certification reimbursements.

i) S. Smith's constituent felt that certain arson investigation certifications that are in excess of what the State Fire Marshall requires should be able to be covered by the FFTB.

(1) Board members reiterated that specialty certifications that are above and beyond what are required by the state will not be paid for by the FFTB. K MacIsaac stated that all state required certifications for specialty teams are paid for by the fire department.

c) B. Zirzow requested discussion on purchase location for coffee, tea, and other items that the FFTB is in charge of now that Sam's Club is closed in Wheeling.

i) Board will look into Amazon pricing and wait to see if the Village of Wheeling will get a Costco membership.

## 7) NEW BUSINESS

### a) Purchase Requisitions submitted

i) J. Curtin, R. White, J. Shewfelt, and K. Weller requested reimbursement of \$575.00 for the 'Full Conference Pass' to FDIC 2018. Individuals had purchased the pass with their own funding to take advantage of early bird savings of \$125.00.

(1) K. MacIsaac made a motion seconded by J. Bielik to reimburse fire department members at a price not to exceed \$575.00 each pending appropriate receipts are provided.

(a) Motion passed with a vote of 5-0-1 with J. Shewfelt abstaining.

### b) Approval of bills to be paid:

i) All outstanding bills were paid as noted in the treasurer's report.

### c) Treasurers Report

i) B. Zirzow presented the Treasurer's Report for January and February 2018. February report showed available funds of \$102,995.20.

(1) K. MacIsaac made a motion seconded by J. Shewfelt to approve the January Treasurer's Report.

(a) Motion passed unanimously with a vote of 6-0.

(2) J. Bielik made a motion seconded by S. Smith to approve the February Treasurer's Report.

(a) Motion passed unanimously with a vote of 6-0.

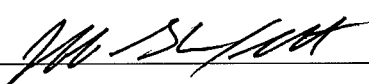
8) EXECUTIVE SESSION (IF REQUIRED): NONE

9) ADJOURNMENT:

a) Motion to adjourn the meeting was made by S. Smith and seconded by K. MacIsaac.

i) Motion passed unanimously with a vote of 6-0.

(1) Meeting was adjourned at 09:28 am.

 \_\_\_\_\_ Date: 5/11/18

Minutes submitted by: Jeff Shewfelt, Secretary Foreign Fire Tax Board

 \_\_\_\_\_ Date: 5/11/18

Minutes approved by: Pat Leahy, Chairperson Foreign Fire Tax Board

**WHEELING FOREIGN FIRE TAX BOARD**  
**TREASURER'S REPORT**  
**Jan. 1, 2018 THRU Jan. 31, 2018**

STARTING BALANCE \$125,692.18

**PURCHASES**

DATE	CHECK#	NAME	DETAILS	AMOUNT
01-09-2018	ACH	Comcast	Cable Bill (Jan.)	\$ 204.91
01-18-2018	ACH	Sam's Club	Coffee Filters	\$ 19.11

TOTAL EXPENSES \$ 224.02

Balance \$125,468.16

<b>FOR INTERNAL FFTB USE ONLY</b>
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Preventative Maintenance	390.00	
Hose testing for 2018	7,500.00	
Weight Flooring for 42	950.00	
OUTSTANDING APPROVED PURCHASES		\$ 8,840.00
MIN. BALANCE 10% of deposit		<u>\$ 12,570.00</u>

**AVAILABLE FUNDS \$ 104,058.16**

WHEELING FOREIGN FIRE TAX BOARD  
 TREASURER'S REPORT  
 Feb. 1, 2018 THRU Feb. 28, 2018

STARTING BALANCE \$125,468.16

PURCHASES

DATE	CHECK#	NAME	DETAILS	AMOUNT
02-12-2018	ACH	Comcast	Cable Bill (Feb.)	\$ 204.92
02-12-2018	ACH	Costco Whse	Coffee 24,23,42	\$ 858.04
TOTAL EXPENSES				<u>\$ 1,062.96</u>

Balance \$124,405.20

<b>FOR INTERNAL FFTB USE ONLY</b>
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Preventative Maintenance	390.00
Hose testing for 2018	7,500.00
Weight Flooring for 42	950.00
OUTSTANDING APPROVED PURCHASES	\$ 8,840.00
MIN. BALANCE 10% of deposit	<u>\$ 12,570.00</u>

**AVAILABLE FUNDS \$ 102,995.20**