

**The Village of Wheeling  
Cook and Lake Counties, Illinois 60090**

**Foreign Fire Tax Board**

**Meeting Minutes**

**September 14, 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 September 14, 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, Treasurer Bryan Zirzow, Secretary Jeff Shewfelt, Keith MacIsaac, Stewart Watkins and Scott Smith. Assistant Chairperson John Bielik was absent.

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

- a) Motion to approve the minutes for July 13<sup>th</sup>, 2018 were made by B. Zirzow and seconded by S. Watkins.  
  
(1) Motion passed unanimously with a vote of 6-0.

**4) CHANGES TO THE AGENDA:**

- a) P. Leahy requested discussions on (1) starting the yearly election process and (2) frequency of meetings to be added to New Business.

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

**6) OLD BUSINESS: None**

**7) NEW BUSINESS**

**a) Purchase Requisitions Submitted**

- i) J. Macauley, A. Lorenzo, and B. Kliff requested paramedic license fee reimbursement.

(1) K. MacIsaac made a motion seconded by S. Smith to approve the reimbursement of \$40.00 to each requestor.

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

- ii) A. Gambro requested a MaxxAir 42" Belt Drive Heavy Duty Portable Barrel Fan for Station 23 bay floor for a price of \$305.95.

(1) Fan would assist in airflow and ventilation of Station 23's bay floor while firefighters are working out, training, or moving apparatus around. Ceiling fan was removed years ago which has hindered ventilation.

(a) J. Shewfelt made a motion seconded by B. Zirzow to approve the purchase.

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

iii) V. Lanciloti requested delivery of the Wall Street Journal to all 3 fire stations for \$810.00 per year.

(1) Wall Street Journal would help members invest in their 457's, increase knowledge about finance and investing, and stay on top of world news.

(a) FFTB board members discussed the topic and had concerns that majority of FF's would not read this as many FF's get their news off of the internet.

(b) During discussion it became evident that current Daily Harold delivery may not be getting delivered to Station 42. Members of the FD from Station 42 stated they haven't seen the paper in a long time.

(i) FFTB tabled the topic until next meeting and will request V. Lanciloti to be present to further explain the need for this requisition. FFTB would also like to have an informal tally of the fire department members that would utilize this paper.

1. Topic tabled until next meeting.

iv) J. Shewfelt requested reimbursement to WPD Officer Richardson for the exercise bike he purchased for Station 42 fitness room.

(1) FFTB recently purchased several pieces of equipment from the Wheeling Park District for Station 42. Due to a FFTB cancelled meeting Officer Richardson purchased, with his own money, an exercise bike from the park district. This bike needed to be purchased or it would have been sold to another buyer as this item was sold in an auction.

(2) FFTB board members had an issue with the purchase date on the receipt being prior to the date that the FFTB approved the purchase for the other equipment.

(a) B. Zirzow made a motion to approve this reimbursement and it was not seconded.

(i) Requisition did not pass

**b) Discussion on Meeting Frequency**

i) P. Leahy would like this topic to be added to next meeting's agenda. He would like to discuss lowering the frequency of FFTB meetings

**c) Election Process**

i) P. Leahy stated that the election process should be starting shortly. Positions up for election are P. Leahy, J. Shewfelt, and S. Smith.

(1) J. Shewfelt is to start posting the necessary forms.

**d) Approval of bills to be paid:**

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

**e) Treasurers Report**

- i) B. Zirzow presented the Treasurer's Report for July and August 2018. August report showed available funds of \$81,372.09.

(1) J. Shewfelt made a motion seconded by S. Smith to approve the July 2018 Treasurer's Report.

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

(2) S. Smith made a motion seconded by S. Watkins to approve the August 2018 Treasurer's report.

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

**8) EXECUTIVE SESSION (IF REQUIRED): NONE**

**9) ADJOURNMENT:**

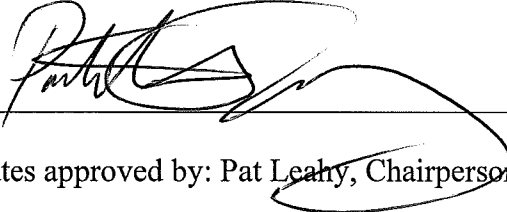
- a) Motion to adjourn the meeting was made by K. MacIsaac and seconded by B. Zirzow.

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

(1) Meeting was adjourned at 09:31 am.

\_\_\_\_\_  \_\_\_\_\_ Date: 10/12/2018

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

\_\_\_\_\_  \_\_\_\_\_ Date: 10/12/2018

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

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

STARTING BALANCE \$119,601.93

**PURCHASES**

DATE	CHECK#	NAME	DETAILS	AMOUNT
2-Jul-18	CC	Comcast	Cable (July)	\$ 204.92
26-Jul-18	1076	Klye Weller	Paramedic License Renewal	\$ 40.00
26-Jul-18	1077	Wheeling Park District	Weight Equipment Station 42	\$2,000.00

TOTAL EXPENSES \$ 2,244.92

Balance \$117,357.01

<b>FOR INTERNAL FFTB USE ONLY</b>
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Preventative Maintenance	390.00	
Hose testing for 2018	7,500.00	
OUTSTANDING APPROVED PURCHASES		\$ 7,890.00
MIN. BALANCE 10% of deposit		<u>\$ 12,570.00</u>

**AVAILABLE FUNDS \$ 96,897.01**

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

STARTING BALANCE \$117,357.01

**PURCHASES**

DATE	CHECK#	NAME	DETAILS	AMOUNT
05-Aug-18	CC	Comcast	Cable (August)	\$ 204.92
08-Aug-18	CC	Daily Herald	Station 42 Newspaper	\$ 192.40
08-Aug-18	1078	KC Fitness	Install Equipment at 42	\$ 500.00
16-Aug-18	1079	FireCatt	Annual Hose Testing	\$ 6,902.00
16-Aug-18	1080	Interspiro	Special Teams Purchase	\$15,225.60

TOTAL EXPENSES \$23,024.92

Balance \$ 94,332.09

<b>FOR INTERNAL FFTB USE ONLY</b>
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Preventative Maintenance 390.00	
OUTSTANDING APPROVED PURCHASES	\$ 390.00
MIN. BALANCE 10% of deposit	<u>\$ 12,570.00</u>

**AVAILABLE FUNDS \$ 81,372.09**