

BOARD OF WARSAW-WAYNE TOWNSHIP FIRE PROTECTION TERRITORY  
February 4, 2014  
4:00 P.M.  
REGULAR SESSION

The Board of Warsaw-Wayne Township Fire Protection Territory met on Tuesday, February 4, 2014 at 4:00 P.M. in the City of Warsaw Council Chambers at City Hall. The following persons were noted as present or absent:

PRESENT: Board Members Diane Quance, Sheila Burner, Joe Streeter, and Gordon Nash. Also present Fire Chief Mike Brubaker, Fire Territory Attorney David Cates and Recording Secretary Shirley Fetrow

Absent: Mayor Joseph Thallemer

Board Member Quance called the meeting to order. The Pledge of Allegiance and a Moment of Silence followed. Board Member Quance noted a quorum.

**OATH OF OFFICE** - Fire Territory Attorney Cates performed the Oath of Office for Board Member Burner.

#### **MINUTES** -

After no additions or corrections were noted, Board Member Streeter made a motion to approve the January 13, 2014 Minutes; seconded by Board Member Nash. All members present were in favor.

#### **RECOGNITION OF VISITORS** -

Board Member Quance noted no visitors were in attendance.

#### **REPORTS / ORAL & WRITTEN COMMUNICATIONS** -

**MONTHLY ACTIVITY REPORT - DECEMBER 2013** - Chief Brubaker summarized the monthly activity report for December. (Documentation attached to Minutes).

**MONTHLY EXPENDITURE REPORT - DECEMBER 2013** - Chief Brubaker summarized the monthly expenditure report for December. Chief Brubaker noted that due to changes in NFPA regulations, the department is in the process of replacing fire hose. (Documentation attached to Minutes).

**MEDIA COVERAGE OF FOAM TRAILER TRANSFER** - Chief Brubaker stated he would like media coverage and the Fire Territory Board Members present when the department takes possession of the foam trailer. He will contact R. R. Donnelley's to set up a date and time conducive for the Board Members, and will notify the Board Members and media of the scheduled time.

**NEW HIRE UPDATE** - Board Member Quance asked Chief Brubaker for an update on the Fire Territory Board's recommendation to hire two additional firefighters. Chief Brubaker indicated he met with Mayor Thallemer and discussed the additional firefighters as well as the new station, and at this point the recommendation has not been submitted to the Board of Works for approval.

#### **UNFINISHED BUSINESS** -

#### **NEW BUSINESS** -

**NATIONAL HOSE TESTING SPECIALTIES, INC. AGREEMENT** - Chief Brubaker stated the contract covers the annual hose testing and ground ladder testing. This is the

third year for their service. Board Member Quance entertained a motion to approve the contract. Board Member Nash made a motion to approve; seconded by Board Member Streeter. No further discussion. All members were in favor. (Documentation attached to Minutes).

**TRAVEL REQUESTS** - Chief Brubaker summarized the travel requests, and noted that the Fire Officer I class has been canceled due to lack of participation. Board Member Quance entertained a motion to approve all travel requests except for the canceled Fire Officer I class. Board Member Streeter made a motion to approve; seconded by Board Member Burner. All members were in favor. (Documentation attached to Minutes).

**OTHER MATTERS THAT MAY COME BEFORE THE BOARD** -

**WARSAW HIGH SCHOOL WORK BASE LEARNING PROGRAM** - Chief Brubaker stated he received a phone call today from the high school interested in partnering with the fire department for a co-op or internship for the students. With the proper creation of the program and set parameters and criteria, Chief Brubaker feels the program can be successful. Chief Brubaker asked the Board Members for their thoughts. After a short discussion, Board Member Quance made a motion to move forward with the program; seconded by Board Member Nash. All members were in favor.

**MEETING REVIEW** -

NO ITEMS CARRIED FORWARD

NO VISITORS' QUESTIONS AND COMMENTS

**ADJOURNMENT** -

There being no further business, Board Member Nash made a motion to adjourn; seconded by Board Member Streeter. All members present were in favor.

**ATTEST:**

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Shirley Fetrow, Recording Secretary

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Sheila Burner, Board Member

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Diane Quance, Board Member

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Gordon Nash, Board Member

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Joseph Streeter, Board Member

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Dr. Joseph Thallemer, Board Member