

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

The Board of Warsaw-Wayne Township Fire Protection Territory met on Tuesday, March 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: Mayor Joseph Thallemer, Board Members Diane Quance, Sheila Burner, Joe Streeter and Gordon Nash. Also present Fire Chief Mike Brubaker and Recording Secretary Shirley Fetrow

Absent: Fire Territory Attorney David Cates

Mayor Thallemer called the meeting to order. The Pledge of Allegiance and a Moment of Silence followed. Mayor Thallemer noted all members were in attendance.

MINUTES -

After no additions or corrections were noted, Board Member Quance made a motion to approve the February 4, 2014 Minutes; seconded by Board Member Streeter. All members present were in favor.

RECOGNITION OF VISITORS -

No visitors were in attendance.

REPORTS / ORAL & WRITTEN COMMUNICATIONS -

2013 YEARLY ACTIVITY REPORT - Chief Brubaker summarized the yearly activity report for 2013. He noted that the majority of false alarms/false calls are due to older alarm systems in many of the city's businesses as well as lightning strikes and thunderstorms causing surges in fire suppression systems. (Documentation attached to Minutes).

MONTHLY ACTIVITY REPORT - JANUARY 2014 - Chief Brubaker summarized the monthly activity report for January. He stated that the run volume is increasing with multiple calls and noted that area departments are utilizing each other's services more so now than in the past. (Documentation attached to Minutes).

MONTHLY EXPENDITURE REPORT - JANUARY 2014 - Chief Brubaker summarized the monthly expenditure report for January. (Documentation attached to Minutes).

CODE RED WEATHER WARNING - Chief Brubaker stated that he and Ed Rock met with representatives from Code Red. Code Red is an early warning system program that goes off the National Weather Service providing emergency weather information to landline phones and cell phones by way of voice recordings and/or texts. It is also capable of providing non-emergency information via authorized users. Chief Brubaker indicated there are a variety of options and costs. The least expensive option, at a cost of approximately \$5,000, would be strictly the early warning system in which community members would sign up for the service. Costs for other options could run as high as \$14,000 annually. Chief Brubaker asked the Board Members for their thoughts. After a short discussion, Board Members agreed there is a value to the program but feel the cost is too high at this point in time. Board Members asked Chief Brubaker to watch for possible future price cuts and new technology provided by other companies.

UNFINISHED BUSINESS -

STATION 3 - Chief Brubaker indicated he recently met with City Engineer James Emans and representatives from the engineering/architectural firm, Martin Riley, regarding the storm water runoff and dirt work for Station 3. James Emans recommended that a third-party engineering company oversee the dirt work giving their stamp of approval prior to building construction. In addition to overseeing the dirt work, Martin Riley will also provide a project cost analysis. Once prepared, the information will be forwarded to H. J. Umbaugh & Associates for budget projections and financial guidance. After all of the information is compiled, Chief Brubaker will be in a position to present a feasibility study to the Fire Territory Board for future budget plans.

Chief Brubaker also indicated that Martin Riley suggested looking into the possibility of applying for a Community Development Block Grant or Rural Development Grant. Since Station 3 is a rural fire station it may qualify for funding. Mayor Thallemer recommended to Chief Brubaker he meet with Pam Kennedy from the Housing Authority and Ryan Shrack from OCRA for further information on Block Grants.

NEW BUSINESS -

SANDS OFFICE EQUIPMENT AGREEMENT - Chief Brubaker presented the annual maintenance agreement for the copier/printer/fax machine at Station #2. He indicated that the annual cost increased \$286.00 due to a slight increase in the cost to operate the equipment and an increase in print volume. Mayor Thallemer entertained a motion to approve. Board Member Streeter made a motion to approve; seconded by Board Member Nash. All members present were in favor. (Documentation attached to Minutes).

EMS TRAINING/EQUIPMENT GRANT - Chief Brubaker walked in an EMS Training/Equipment Grant application for approval to apply. He indicated the grant has an agency cap of \$2,500 per provider with no agency match of monies. With this grant the department would be able to purchase an Advanced Venipuncture and Injection Arm and Deluxe Difficult Airway Trainer at a cost of \$2,997.00. Chief Brubaker stated the budget supports the dollar amount not covered by the grant. Board Member Quance made a motion to proceed with the grant application; seconded by Board Member Burner. No further discussion. All members present were in favor. (Documentation attached to Minutes).

2014 SKILLS BOOK AND MASTER COPY - Chief Brubaker presented for informational purposes the 2014 Skills Book and Master Copy NFPA 1410 Drills and Apparatus Tests. The skills book will be provided to each member of the department to track and record training throughout the year. Copies are available at the fire station for Board Members upon their request.

TRAVEL REQUESTS -

1. Dive Rescue International Current Diving and Floods & Moving Water - Chief Brubaker noted that the department was approved in December to host the two dive classes. Travel requests are now being submitted for dive team members to attend the classes. Chief Brubaker indicated that, as the host department, for every 15 paid registrations the department receives 5 free spots which will be divided between the fire department and police department.

2. Fire Inspectors Assoc. District Meeting - Joe Fretz attended this meeting on February 6th.

3. Fire Instructor In-Service - Members attended this class on February 22nd.

4. Ventilation, Flow Paths & Suppression Tactics - Classes will take place March 7th and March 8th which will use data and videos from experiments to demonstrate fire behavior and means to reduce hazards.

5. Sprinkler Inspection, Maintenance & Testing - Joe Fretz will attend this class on April 16th.

Mayor Thallemer entertained a motion to approve the travel requests. Board Member Nash made a motion to approve; seconded by Board Member Streeter. No further discussion. All members present were in favor. (Documentation attached to Minutes).

OTHER MATTERS THAT MAY COME BEFORE THE BOARD -

MEETING REVIEW -

NO ITEMS CARRIED FORWARD

NO VISITORS' QUESTIONS AND COMMENTS

ADJOURNMENT -

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

ATTEST:

Shirley Fetrow, Recording Secretary

Sheila Burner, Board Member

Diane Quance, Board Member

Gordon Nash, Board Member

Joseph Streeter, Board Member

Dr. Joseph Thallemer, Board Member