

BOARD OF WARSAW-WAYNE TOWNSHIP FIRE PROTECTION TERRITORY  
September 2, 2014  
4:00 P.M.  
REGULAR SESSION

The Board of Warsaw-Wayne Township Fire Protection Territory met on Tuesday, September 2, 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, Gordon Nash and Joe Streeter. Also present Fire Chief Mike Brubaker and Recording Secretary Shirley Fetrow

Absent: Board Member Sheila Burner, 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 a quorum.

**MINUTES** -

After no additions or corrections were noted, Board Member Streeter made a motion to approve the August 5, 2014 Minutes; seconded by Board Member Nash. All members present were in favor.

**RECOGNITION OF VISITORS** -

**REPORTS / ORAL & WRITTEN COMMUNICATIONS** -

**MONTHLY ACTIVITY REPORT - JULY 2014** - Chief Brubaker entertained any questions regarding the July activity report. No questions were raised. (Documentation attached to Minutes).

**MONTHLY EXPENDITURE REPORT - JULY 2014** - Mayor Thallemer asked for any comments or questions from the Board regarding the July expenditure report. No comments or questions were raised. Mayor Thallemer entertained a motion to approve the July expenditures as presented. Board Member Quance made a motion to approve; seconded by Board Member Streeter. All members present were in favor. (Documentation attached to Minutes).

**FAMILY SAFETY DAY - SEPTEMBER 13<sup>TH</sup>** - Chief Brubaker presented a flyer highlighting Family Safety Day which will be held on Saturday, September 13<sup>th</sup>, and invited all members to attend. (Documentation attached to Minutes).

**WARSAW COMMUNITY HIGH SCHOOL INTERNSHIP PROGRAM** - Chief Brubaker reported that the program is up and running. Student Intern, Josh Cardin, has been shadowing the Fire Chief and Fire Inspector, and is currently under the direction of the Battalion Chiefs. Chief Brubaker indicated that Josh is keeping a daily log, new hire check sheet and following the skills task book.

**RESCUE 1 REPLACEMENT UPDATE** - Chief Brubaker indicated the truck committee has been researching new technology to ensure a truck that will perform for the next 15 - 20 years. The committee is geared toward a truck that fits into the department's ISO plan.

**UNFINISHED BUSINESS** -

**APPROVAL OF 2015 BUDGET AND BUDGETED CASH FLOWS 2014 AND 2015** - Chief Brubaker entertained any questions in regards to the 2015 budget presented at last month's meeting. Chief Brubaker indicated he recently received the 2014 and 2015 budgeted cash flows from Paige at Umbaugh & Associates. He stated that at yearend the fire operating budget will have approximately \$850,000 cash on hand and the

equipment replacement budget will have approximately \$2 million on hand. Chief Brubaker noted that the 2015 budgeted cash flows are based on the maximum levy. He indicated that the 2015 equipment replacement budget reflects cash payment of the rescue truck. Taking into consideration the future debt of Station 3 and the balance in the equipment replacement fund, Chief Brubaker feels the budget can support a cash payment for the rescue truck and cash payments for the purchase of replacement trucks in the future. Board Member Quance made a motion to approve the 2015 budget as submitted; seconded by Board Member Nash. No further discussion. All members present were in favor. (Documentation attached to Minutes).

#### **NEW BUSINESS -**

**G & G EXCAVATING & HAULING, INC. CONTRACT** - Chief Brubaker indicated this contract is a result of the Fire Territory Board's approval and Board of Works' acceptance of G & G's bid. Chief Brubaker cited page 1 of the contract: "Work on the project shall begin as soon as practical after receiving a notice to proceed from the City and the disturbed area of the site shall be stabilized from erosion prior to winter." Chief Brubaker also indicated there may be a slight cost savings due to the proposed finished floor grade vs. the finished dirt grade. This change was noted during recent meetings with Martin Riley and G & G. The contract was approved at the August 15<sup>th</sup> Board of Works. Board Member Streeter made a motion to accept the G & G contract; seconded by Board Member Nash. No further discussion. All members present were in favor. (Documentation attached to Minutes).

#### **TRAVEL REQUESTS -**

Chief Brubaker gave a recap of the travel requests submitted. Mayor Thallemer entertained a motion to approve all travel requests submitted. Board Member Quance made a motion to approve; seconded by Board Member Nash. No further discussion. All members present were in favor. (Documentation attached to Minutes).

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

Chief Brubaker invited the Fire Territory Board members to the Kosciusko County Firemen Association's annual meeting and dinner. This year the fish fry has been replaced with a pork barbecue. It will be held on Thursday, September 18<sup>th</sup> at the fairgrounds with the meal served at 6:30 p.m.

#### **MEETING REVIEW -**

NO ITEMS CARRIED FORWARD

NO VISITORS' QUESTIONS AND COMMENTS

#### **ADJOURNMENT -**

There being no further business, Mayor Thallemer entertained a motion to adjourn. Board Member Streeter made a motion to adjourn; seconded by Board Member Nash. No further discussion. 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