

BOARD OF WARSAW-WAYNE TOWNSHIP FIRE PROTECTION TERRITORY  
April 13, 2015  
4:00 P.M.  
REGULAR SESSION

The Board of Warsaw-Wayne Township Fire Protection Territory met on Monday, April 13, 2015 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 Thallemer, Board Members Diane Quance and Joe Streeter. Also present Fire Chief Mike Brubaker, Fire Territory Attorney Andrew Grossnickle and Recording Secretary Shirley Fetrow

Absent: Board Members Sheila Burner and Gordon Nash

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, Mayor Thallemer entertained a motion to approve the March 3, 2015 Minutes; Board Member Quance made a motion to approve; seconded by Board Member Streeter. No further discussion. All members present were in favor.

### **RECOGNITION OF VISITORS –**

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

**MONTHLY ACTIVITY REPORT – FEBRUARY 2015** – Chief Brubaker summarized the monthly activity report for February. (Documentation attached to Minutes).

**MONTHLY EXPENDITURE REPORT – FEBRUARY 2015** – Chief Brubaker summarized the monthly expenditure report for February. Mayor Thallemer entertained a motion to approve the February expenditure report. Board Member Streeter made a motion to approve; seconded by Board Member Quance. No further discussion. All members present were in favor. (Documentation attached to Minutes).

### **UNFINISHED BUSINESS –**

**ORDINANCE 2015-03-02** – Chief Brubaker indicated the Ordinance was approved on the second reading at the City Council meeting on April 6th, and he provided the Fire Territory Board Members with an approved, signed copy. He noted the previous ordinance submitted to the Fire Territory Board had an incorrect ordinance number. Clerk-Treasurer Christiansen advertised the ordinance last week and her office is in the process of adding the line item to the budget. Mayor Thallemer acknowledged receipt of the signed copy. (Documentation attached to Minutes).

### **NEW BUSINESS –**

**ELLIOTT'S HEATING AND COOLING MAINTENANCE AGREEMENT** – Chief Brubaker indicated three quotes to service the stations' heating and cooling units have been presented to the Board of Works at which time Elliott's Heating and Cooling was awarded the contract for 2015. Mayor Thallemer entertained a motion to approve the contract. Board Member Quance made

a motion to approve; seconded by Board Member Streeter. All members present were in favor. (Documentation attached to Minutes)

**CFS INSPECTIONS ANNUAL AERIAL INSPECTIONS AGREEMENT** – Chief Brubaker indicated the CFS Inspections’ agreement covers the yearly aerial inspection, waterway pressure tests, and waterway flow tests required by NFPA and ISO. Chief Brubaker stated CFS has provided this service for the past three years. He noted this type of service is hard to find and since he is very pleased with their work performance and pricing, did not seek additional quotes. Mayor Thallemer entertained a motion to approve the Agreement. Board Member Streeter made a motion to approve; seconded by Board Member Quance. No further discussion. All members present were in favor. (Documentation attached to Minutes).

**FIRECATT HOSE TESTING AND GROUND LADDER TESTING AGREEMENT** - Chief Brubaker indicated FireCatt, LLC has been servicing businesses in the area and provides fire hose and ground ladder testing throughout the United States. The Agreement covers \$.29/foot for hose testing and \$1.50/foot for ground ladders. Board Member Quance made a motion to approve the Agreement; seconded by Board Member Streeter. No further discussion. All members present were in favor. (Documentation attached to Minutes).

**TRAVEL REQUESTS –**

1. Fire Inspector II – Chief Brubaker indicated Joe Fretz has received his Fire Inspector I certification and has requested permission to obtain his Fire Inspector II certification.

Mayor Thallemer entertained a motion to approve the travel request. Board Member Streeter made a motion; seconded by Board Member Quance. All members present were in favor. (Documentation attached to Minutes).

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

Chief Brubaker indicated the May 5<sup>th</sup> meeting is Election Day and asked Board Members if they wanted to change the meeting date or location. It was decided by all members present the meeting will remain on May 5<sup>th</sup>, will take place in the conference room on the 2<sup>nd</sup> floor at City Hall and will begin at 3:30 p.m. instead of 4:00 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 Quance. No further discussion. All members present were in favor.

A list of today’s guests is attached to the Minutes.

**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