

BOARD OF WARSAW-WAYNE TOWNSHIP FIRE PROTECTION TERRITORY

September 1, 2015

4:00 P.M.

REGULAR SESSION

The Board of Warsaw-Wayne Township Fire Protection Territory met on Tuesday, September 1, 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, Sheila Burner, Gordon Nash and Joe Streeter. Also present Fire Chief Wilson, Former Fire Chief Mike Brubaker, and Recording Secretary Shirley Fetrow

Absent: Fire Territory Attorney Andrew Grossnickle

Mayor Thallemer called the meeting to order. The Pledge of Allegiance and a Moment of Silence followed. Mayor Thallemer noted a quorum. Mayor Thallemer noted that the new Fire Chief, Michael Wilson, is in attendance and is accompanied by the previous Fire Chief.

**MINUTES –**

Mayor Thallemer entertained a motion to approve the June 2, 2015 and August 4, 2015 Minutes. Board Member Quance raised a question on the August 4, 2015 Minutes regarding the paragraph pertaining to the quotes to replace the tornado siren at Station 2. Board Member Quance stated she recalled a discussion took place to pursue requesting funding for a fourth siren. Board Member Quance indicated the recommendation of a fourth siren was brought before City Council that the Fire Territory was looking to request a fourth siren. Board Member Quance felt it was also discussed that Chief Brubaker met with Lynne and was going to take the money from Line 1 rather than adding a new line item. Board Member Quance asked that it be reflected in the August Minutes.

Board Member Quance indicated it was presented to the Council that the Fire Territory Board recommended looking at adding an additional siren next year and Chief Brubaker presented to Council he was looking at the funding. Board Member Quance felt the August Minutes should reflect what was presented to Council.

Mayor Thallemer suggested amending the Minutes to read “it was also discussed that a potential fourth siren be purchased in 2016.” With that correction, Mayor Thallemer entertained a motion to approve the June 2, 2015 and August 4, 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** – Mayor Thallemer welcomed Tony Doyle, Lutheran EMS Kosciusko.

**REPORTS / ORAL & WRITTEN COMMUNICATIONS –**

**LUTHERAN EMS KOSCIUSKO** – Lutheran EMS Kosciusko employee, Tony Doyle, addressed the Fire Territory Board Members. Mr. Doyle stated that Lutheran EMS remains the same as the former Multi-Township EMS as far as personnel and trucks. Lutheran EMS continues to run five trucks throughout Kosciusko County and Marshall County, and at any given time can have six to eight ambulances if the call volume warrants. All administration at Lutheran EMS are Paramedics and can respond to calls. Mr. Doyle indicated they are very integrated into the school systems and the acquisition has been positive for the community allowing more public service and trainings for the community. Mr. Doyle indicated any questions or concerns should be brought to their attention. The question was asked as to how a 9-1-1 medical call will be dispatched. Mr. Doyle stated that Lutheran EMS is a contracted service with Wayne Township

(along with other townships in the county) and will be dispatched accordingly, and as a general rule, patients will be transported to a hospital of their choice.

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

**MONTHLY EXPENDITURE REPORT – July 2015** – Former Chief Brubaker summarized the monthly expenditure report for July. Former Chief Brubaker noted that Warsaw Chemical's insurance company has not, to date, reimbursed the Territory for the expenses submitted. Mayor Thallemer entertained a motion to approve the July expenditures. Board Member Burner made a motion to approve; seconded by Board Member Nash. No further discussion. All members present were in favor. (Documentation attached to Minutes).

**NEW HIRE – MILES WATERS 9/15/15** – Former Chief Brubaker indicated that Miles Waters has been approved for hire and will start September 15<sup>th</sup>. Miles will report to "A" Shift. Miles comes from New Haven, will be married on September 5<sup>th</sup> and has recently moved to the Warsaw area. Former Chief Brubaker noted that Miles has been approved for hire by the Board of Works. Board Member Streeter made a motion to approve Miles for hire; seconded by Board Member Burner. No further discussion. All members present were in favor.

**FAMILY SAFETY DAY – 9/12/15** – Family Safety Day will be held on Saturday, September 12<sup>th</sup> from 11:00 a.m. – 3:00 p.m. Former Chief Brubaker invited all members to attend. (Documentation attached to Minutes).

#### **UNFINISHED BUSINESS –**

#### **NEW BUSINESS –**

**APPROVAL OF 2016 BUDGET** – Mayor Thallemer indicated that the 2016 budgets have been presented to City Council. Former Chief Brubaker asked for any questions or discussion. No questions were raised. The 2016 budgets will go back to City Council next Tuesday. Former Chief Brubaker asked for approval of the 2016 budgets. Mayor Thallemer entertained a motion to approve the 2016 Operating, Equipment Replacement and Pension budgets. Board Member Nash made a motion to approve; seconded by Board Member Streeter. No further discussion. All members present were in favor.

**PERMISSION TO BID NEW RESCUE TRUCK** – Mayor Thallemer noted that the Board of Works approved permission to bid at last Friday's Board of Works meeting. If there were no concerns, Mayor Thallemer entertained a motion to approve the bid process of the new rescue truck. Board Member Quance made a motion to approve; seconded by Board Member Burner and Board Member Nash. All members present were in favor. (Documentation attached to Minutes).

Former Chief Brubaker informed the board members that the spec has been received and the truck committee will be making its final review. One change noted is generic verbiage will be changed to specific verbiage. Former Chief Brubaker will then meet with City Engineer James Emans to review the bonding and other legal verbiage.

#### **TRAVEL REQUESTS –**

1. **Instructor II/III** – Mayor Thallemer noted this travel request has been approved by the Board of Works. Mayor Thallemer entertained a motion to approve the Instructor II/III travel request. Board Member Streeter made a motion to approve; seconded by Board Member Burner. All members present were in favor. (Documentation attached to Minutes).

2. **Fire Inspector Training Conference** – Former Chief Brubaker asked for prior verbal Board of Works approval due to meeting a registration deadline. This is a required class for Fire Inspector Fretz to maintain his inspector certification. Mayor Thallemer entertained a motion to approve the Fire Inspector Training Conference. Board Member Burner 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 –**

Fire Chief Wilson thanked the Fire Territory Board and Mayor’s Office for allowing the transition period between Chief Brubaker and Chief Wilson. Chief Wilson noted there are ongoing projects that will take time and expertise and allowing this transition period benefits the department, city and fire territory.

**MEETING REVIEW –**

NO ITEMS CARRIED FORWARD

NO VISITORS’ QUESTIONS AND COMMENTS

A list of today’s guests is attached.

**ADJOURNMENT –**

There being no further business, Mayor Thallemer entertained a motion to adjourn. Board Member Burner made a motion to adjourn; seconded by Board Member Quance. 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