

BOARD OF WARSAW-WAYNE TOWNSHIP FIRE PROTECTION TERRITORY
November 3, 2015
4:00 P.M.
REGULAR SESSION

The Board of Warsaw-Wayne Township Fire Protection Territory met on Tuesday, November 3, 2015 at 4:00 P.M. in the City Hall 2nd Floor Conference Room. The following persons were noted as present or absent:

PRESENT: Mayor Joe Thallemer, Board Members Diane Quance, Sheila Burner, Gordon Nash and Joe Streeter. Also present Fire Chief Michael Wilson, Fire Territory Attorney Andrew Grossnickle, and Recording Secretary Shirley Fetrow

Absent: None

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 October 6, 2015 Minutes. Board Member Quance made a motion to approve; seconded by Board Member Streeter. All members present were in favor. (Documentation attached to Minutes).

RECOGNITION OF VISITORS –

REPORTS / ORAL & WRITTEN COMMUNICATIONS –

MONTHLY ACTIVITY REPORT – SEPTEMBER 2015 – Chief Wilson summarized the monthly activity report for September. Mayor Thallemer entertained a motion to approve the September activity report. Board Member Burner made a motion to approve; seconded by Board Member Nash. All members present were in favor. (Documentation attached to Minutes).

Mayor Thallemer indicated he recently met with the new administrators for Lutheran Hospital and invited hospital personnel to attend a fire territory board meeting. Chief Wilson noted that he, along with the Battalion Chiefs, will be meeting with Lutheran EMS Kosciusko personnel next week.

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

ORDINANCE 2015-11-01, TRANSFER OF FUNDS – Mayor Thallemer indicated that the Transfer Ordinance was approved at the November 2nd Common Council meeting. Chief Wilson stated that funds were received from Warsaw Chemical Co. for overtime reimbursement, supplies used and apparatus usage at the February fire. The transfer is requested in order to reimburse Clay Fire Territory, Winona Lake Volunteer Fire Department and the Warsaw Waste Water Treatment Plant. Mayor Thallemer entertained a motion to approve the transfer. Board Member Nash 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 –

NEW BUSINESS –

PRO AIR, INC. CONTRACT – AIR COMPRESSOR PREVENTATIVE MAINTENANCE FOR STATION 1 AND STATION 2

– Mayor Thallemer noted that the Pro Air, Inc. contract was approved at the November 2nd Board of Public Works meeting. Chief Wilson explained that Pro Air, Inc. services both the fire department’s breathing machine that refills the air tanks and SCBA tanks as well as the Scuba dive tanks used by both the fire department and police department. The police department contract and fire department contract are combined for cost savings. Mayor Thallemer entertained a motion to approve the contract. Board Member Streeter made a motion to approve; seconded by Board Member Burner. All members present were in favor. (Documentation attached to Minutes).

TAKE HOME VEHICLES – Chief Wilson explained that the fire department has two take-home vehicles, one for Chief Wilson and one for Fire Marshal Joe Fretz. These two vehicles are set up for command function and are on a 24/7 emergency call-out. Mayor Thallemer noted that approval to use these vehicles as take-home vehicles is required on a yearly basis. Board Member Quance made a motion to approve the take-home vehicles; seconded by Board Member Nash. No further discussion. All members present were in favor. (Documentation attached to Minutes).

HASTINGS AIR ENERGY CONTROL, INC. – QUOTE ACCEPTANCE TO REFABRICATE EXHAUST SYSTEM

– Chief Wilson explained that when an apparatus sits in the station it has an exhaust system attached to it. When the equipment is started and leaves the building the exhaust hose follows a track and detaches once the truck is out the door. This system removes from the building all of the diesel fumes generated from the trucks. Chief Wilson indicated that a vehicle placement change was made at Station 2 rotating the Battalion Chief’s vehicle in front of the ladder truck in order for all vehicles to exit the front of the stations. In order to make this change the ladder truck was moved to the back of the station. In order to make these vehicle placement changes, the layout of the exhaust system had to be redesigned. The estimated cost for the redesign is \$11,409.18. If approved, the quote will be presented to the Board of Public Works on November 19th for final approval. Board Member Streeter made a motion to approve the redesign cost; seconded by Board Member Burner. No further discussion. All members present were in favor. (Documentation attached to Minutes).

TRAVEL REQUESTS –

1. 11/5/15 – Rail Safety Training for First Responders – Chief Wilson noted this is a one-day training program. Brian Zehring will be able to provide information to all department members and other city employees on new train safety issues.
2. 12/12/15 – Commercial Building Inspector Certification Exam – Chief Wilson indicated this exam is for Fire Marshal Fretz’s Commercial Building Inspector certification.

Board Member Quance made a motion to approve the two travel requests; 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 Wilson stated he will be delivering the Fire Territory Board Meeting packets on Fridays prior to the Tuesday meetings.

WARSAW VOLUNTEER FIRE DEPARTMENT 2016 AGREEMENT – Chief Wilson provided to the Board Members a draft of the Warsaw Volunteer Fire Department 2016 Agreement with changes made by Fire Territory Attorney Andrew Grossnickle. Chief Wilson noted one change pertains to the ability to terminate the contract at any time by either party upon a 30-day written notice. The other change pertains to any balance in the account reverting back to its origin, the tax base of the territory. Attorney Grossnickle explained the changes referencing Section 4.5. Attorney Grossnickle indicated that “any refunds or outstanding sums owed to any party to this Agreement as a result of termination shall be determined equitably, by quantum

meruit". This sentence addresses the immediate payments throughout the year as contemplated in Sections 3.1 and 3.2.

Chief Wilson asked the Board Members to approve the changes made by Attorney Grossnickle. Chief Wilson indicated the Agreement will be presented to the volunteer members at their monthly meeting on November 5th for approval and signature. Chief Wilson also indicated the Agreement is scheduled to be presented at the Board of Public Works in December. Attorney Grossnickle stated it is contemplated in the contract that it goes before the Fire Territory Board in November for consideration and at the first monthly Board of Public Works meeting in December.

Chief Wilson distributed copies of the final draft. After a short discussion pertaining to the lack of volunteers in the fire service, Board Member Quance made a motion to accept the Agreement; seconded by Board Member Nash. No further discussion. All members present were in favor. All Board Members present were in agreement to sign the contract today. (Documentation attached to Minutes).

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 Streeter. No further discussion. 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