

BOARD OF WARSAW-WAYNE TOWNSHIP FIRE PROTECTION TERRITORY
December 8, 2015
4:00 P.M.
REGULAR SESSION

The Board of Warsaw-Wayne Township Fire Protection Territory met on Tuesday, December 8, 2015 at 4:00 P.M. in the City Council Chambers. 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 Territory Attorney Andrew Grossnickle, and Recording Secretary Shirley Fetrow

Absent: Fire Chief Michael Wilson

Mayor Thallemer called the meeting to order. The Pledge of Allegiance and a Moment of Silence followed. Mayor Thallemer noted that Fire Chief Wilson was absent and represented by Fire Marshal Joe Fretz. Mayor Thallemer noted a quorum.

MINUTES – After no additions or corrections were noted, Mayor Thallemer entertained a motion to approve the November 3, 2015 Minutes. Board Member Quance made a motion to approve; seconded by Board Member Burner. No further discussion. All members present were in favor. (Documentation attached to Minutes).

RECOGNITION OF VISITORS –

REPORTS / ORAL & WRITTEN COMMUNICATIONS –

MONTHLY ACTIVITY REPORT – OCTOBER 2015 – Fire Marshal Fretz summarized the monthly activity report for October. No questions were raised. (Documentation attached to Minutes).

MONTHLY EXPENDITURE REPORT – OCTOBER 2015 – In Chief Wilson’s absence, Recording Secretary Fetrow summarized the monthly expenditure report for October. Mayor Thallemer entertained a motion to approve the October expenditure report. Board Member Streeter made a motion to approve; seconded by Board Member Nash. No further discussion. All members present were in favor. (Documentation attached to Minutes).

UNFINISHED BUSINESS –

NEW RESCUE TRUCK UPDATE – Mayor Thallemer stated that he met with former Fire Chief Mike Brubaker earlier in the day regarding the progress of the new rescue truck. Mayor Thallemer reminded Board Members that the Board of Works approved the solicitation of bids for a new rescue truck in July of this year. Former Chief Brubaker and City Engineer James Emans have been working diligently on preparation of the bid packets and will be ready to get the packets out the first of the year. After the bids are received, Former Chief Brubaker will bring the bids to the Fire Territory Board for review before the award is made. The same procedure will take place at the Board of Works.

NEW BUSINESS –

2015 LINE 2 CUTS – Mayor Thallemer noted that the Common Council approved the Line 2 cuts on November 2, 2015. These cuts are a reduction in the 2015 budget. Mayor Thallemer entertained a motion to approve the Line 2 cuts. Board Member Quance made a motion to approve; seconded by Board Member Burner. No further discussion. All members present were in favor. (Documentation attached to Minutes).

ORDINANCE 2015-12-02 - Mayor Thallemer stated that on December 7, 2015 the Common Council approved the transfer ordinance to move \$35,000 into the Salaries/Wages appropriation from the Professional Services, Communication and Transportation, and Utility Services appropriations. This transfer was due to the addition of a new fire chief as well as inadvertently reducing the salaries/wages appropriation in the November Line 2 cuts. Mayor Thallemer entertained a motion to approve the transfer of funds in the amount of \$35,000. Board Member Burner made a motion to approve; seconded by Board Member Streeter. No further discussion. All members present were in favor. (Documentation attached to Minutes).

2016 WAGES – Mayor Thallemer indicated the 2016 wages were allocated by the Common Council and salary ordinance and approved by the Board of Works on December 4, 2015. The wages represent a 2% increase for City employees across the board; Fire Territory Board Members’ pay remains at \$30.00/meeting. Mayor Thallemer entertained a motion to approve the 2016 wages. Board Member Nash made a motion to approve; seconded by Board Member Quance. All members present were in favor. (Documentation attached to Minutes).

H. J. Uмбаugh & Associates 2016 Agreement for Accounting Support Services – Mayor Thallemer presented the Agreement to the Board Members and endorsed H. J. Umbaugh & Associates’ services for 2016. After no questions or concerns were raised, Mayor Thallemer entertained a motion to approve the Agreement. 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).

PROVIDER UNIT AND PARTICIPATING UNIT EXECUTIVE BOARD APPOINTMENTS – Mayor Thallemer announced that he will represent the City of Warsaw on the Fire Territory Board for 2016 and has appointed Mike Klondaris as the second member of the provider unit on the Fire Territory Board. Board Member Burner announced that she and Board Member Nash will remain as Wayne Township representatives on the Fire Territory Board for 2016. Mayor Thallemer and Board Member Burner, representatives for the City and Township, have agreed to retain Board Member Streeter for 2016. Mayor Thallemer entertained a motion to approve both the provider unit and participating unit and combined appointments to the Warsaw-Wayne Township Fire Territory Board. Board Member Quance made a motion to approve; seconded by Board Member Nash. All members present were in favor.

FIRE CHIEF RECOMMENDATION FROM EXECUTIVE BOARD TO PROVIDER UNIT – Mayor Thallemer indicated that Michael Wilson has been appointed as the new Fire Chief and has spent the last few months “getting his feet on the ground”. Mayor Thallemer feels Fire Chief Wilson is progressing well and has no concerns. Mayor Thallemer endorsed Fire Chief Wilson and made a motion to recommend to the provider unit his continued appointment as Fire Chief. This motion was seconded by Board Member Streeter. Mayor Thallemer entertained any further discussion. No further discussion took place. All members present were in favor.

TRAVEL REQUESTS –

1. **11/10/15; H. J. Umbaugh & Associates Meeting** – Fire Chief Wilson and Administrative Assistant Fetrow met with Paige to review 2015 and 2016 funding.
2. **12/12/15 – 12/13/15; ICS – 300 Class** - Firefighters Brent Fifer, Brandon Allen and Trent Stamper will be attending a recommended by Chief Wilson. This class provides continuing education on the National Incident Command system.

Board Member Nash made a motion to approve the two travel requests; seconded by Board Member Burner. 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

A list of today's guests is attached.

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.

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