

BOARD OF WARSAW-WAYNE TOWNSHIP FIRE PROTECTION TERRITORY
March 1, 2016
4:00 P.M.
REGULAR SESSION

The Board of Warsaw-Wayne Township Fire Protection Territory met on Tuesday, March 1, 2016 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 Mike Klondaris, Gordon Nash and Joe Streeter. Also present Fire Territory Attorney Andrew Grossnickle, Recording Secretary Shirley Fetrow and Fire Marshal Joe Fretz on behalf of Fire Chief Michael Wilson

ABSENT: Fire Chief Michael Wilson, Board Member Sheila Burner

Mayor Thallemer called the meeting to order. A Moment of Silence followed the Pledge of Allegiance.

MINUTES –

After no additions or corrections were noted, Board Member Streeter made a motion to accept the February 2, 2016 Minutes as written; seconded by Board Member Nash. No further discussion. All members present were in favor.

RECOGNITION OF VISITORS

REPORTS / ORAL & WRITTEN COMMUNICATIONS –

MONTHLY ACTIVITY REPORT – JANUARY 2016 – Fire Marshal Fretz summarized the monthly activity report for January. Mayor Thallemer noted he has received positive feedback and appreciation for the fire department's responses to the Zimmer and bus garage incidents. (Documentation attached to Minutes).

MONTHLY EXPENDITURE REPORT – JANUARY 2016 – Fire Marshal Fretz summarized the monthly expenditure report for January. Mayor Thallemer entertained a motion to approve the appropriations as presented. Board Member Nash made a motion to approve; seconded by Board Member Streeter. No further discussion. All members present were in favor. (Documentation attached to Minutes).

UNFINISHED BUSINESS –

MARTIN RILEY STATION 3 UPDATE – Mayor Thallemer stated that, in the absence of Chief Wilson, the Martin Riley Station 3 update will remain as unfinished business.

NEW BUSINESS –

WWFT BOARD MEETING PACKET PROCEDURES – Mayor Thallemer indicated the City of Warsaw has gone to an electronic board pack for Board of Works and Common Council meetings which involves the use of a laptop or tablet computer. The board pack is a way to distribute the board packets in .pdf files uploaded to the Cloud. Mayor Thallemer noted it is a great tool to review information, save paper and provide tools for individual notetaking. Wi-Fi is provided at City Hall for members to access during the meetings. Members either bring their own computer or use one housed in the Council Chambers. Mayor Thallemer indicated the City is trying to gradually move all Board and Commissions over to the electronic distribution of

board packets. Mayor Thallemer stated that the City has taken a poll and all departments except one is willing to move ahead. The Fire Territory budget would absorb the cost at a rate of approximately \$5.00/month/license. Mayor Thallemer noted that a period of acclimation from paper to electronic submission would be provided as well as the option to continue with the paper form for those who cannot make the transition. Mayor Thallemer asked for input from the Board members; Board Member Nash and Board Member Klondaris were in favor, whereas Board Member Streeter was not in favor. Board Member Klondaris made the recommendation to have a demonstration at next month's Board meeting. Mayor Thallemer indicated he will have Staci purchase the licenses so those that want to participate will be able to with Chief Wilson implementing the electronic distribution.

TRAVEL REQUESTS –

- 1. FIAI Fire Inspectors Association of Indiana Monthly Meetings**
- 2. IDHS Div. of Fire & Building Safety Monthly Meetings**

Fire Marshal Fretz stated he attends classes and meetings sponsored by the Fire Inspector's Association that keeps him up-to-date on codes and standards, and the IDHS Div. of Fire & Building Safety offers classes to maintain certifications. Both organizations provide these classes free of charge. These travel requests cover the calendar year 2016. Mayor Thallemer entertained a motion to approve. 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).

OTHER MATTERS THAT MAY COME BEFORE THE BOARD –

WILDMAN UNIFORM & LINEN SERVICE AGREEMENT – In the absence of Chief Wilson, Recording Secretary Fetrow distributed the Wildman Uniform & Linen Service Agreement for renewal consideration. Recording Secretary Fetrow indicated that no changes have been made to the Agreement; rates and terms remain the same. A brief discussion took place on the annual cost. Mayor Thallemer entertained a motion to approve. Board Member Klondaris made a motion to approve; seconded by Board Member Nash. No further discussion. All members present were in favor. (Documentation attached to Minutes).

MEETING REVIEW –

NO ITEMS CARRIED FORWARD

NO VISITORS' QUESTIONS AND COMMENTS

ADJOURNMENT –

Mayor Thallemer entertained a motion to adjourn. Board Member Nash made a motion to adjourn; seconded by Board Member Streeter.

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

ATTEST:

Shirley Fetrow, Recording Secretary

Sheila Burner, Board Member

Mike Klondaris, Board Member

Gordon Nash, Board Member

Joseph Streeter, Board Member

Dr. Joseph Thallemer, Board Member