

BOARD OF WARSAW-WAYNE TOWNSHIP FIRE PROTECTION TERRITORY  
March 29, 2016  
4:00 P.M.  
REGULAR SESSION

The Board of Warsaw-Wayne Township Fire Protection Territory met on Tuesday, March 29, 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 Gordon Nash, Sheila Burner and Joe Streeter. Also present Fire Chief Michael Wilson, Fire Territory Attorney Andrew Grossnickle and Recording Secretary Shirley Fetrow

ABSENT: Board Member Mike Klondaris

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

**MINUTES –**

After no additions or corrections were noted, Board Member Nash made a motion to accept the March 1, 2016 Minutes as written; 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 2016** – Fire Chief Wilson summarized the monthly activity report for February. (Documentation attached to Minutes).

**MONTHLY EXPENDITURE REPORT –FEBRUARY 2016** – Chief Wilson summarized the monthly expenditure reports for February. Chief Wilson indicated a discussion took place last November with the Police Chief regarding the Police Department garage working with the fire department on truck maintenance on the smaller vehicles, and in January a discussion took place with the Street Department to move all DOT and equipment repairs to the Street Department garage. Chief Wilson stated with these changes, the fire department will save approximately \$40,000 in repair costs. Mayor Thallemer entertained a motion to approve the appropriations as presented. 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).

**UNFINISHED BUSINESS –**

**NEW BUSINESS –**

**FIRE APPARATUS INVENTORY** Chief Wilson provided a list of the current apparatus inventory. Chief Wilson pointed out the mileage for Squad 4 is at 60,000 miles. Chief Wilson indicated Squad 4 is the busiest apparatus in the county and main truck downtown. He noted that Squad 4 should be the next truck in line for replacement, and he will keep the Board abreast on the status as the truck committee moves ahead. (Documentation attached to Minutes).

**BID ACCEPTANCE – RESCUE 13-23** – Firefighter Mike Brubaker gave a brief history on the bid process indicating a spec was initially prepared to start the process. He indicated three bids were received – (1) Marion Body Works, Inc., (2) SVI, (3) Rescue 1. Firefighter Brubaker then

created a grading sheet, with assistance from City Engineer James Emans, to provide a grading scale to determine if the bids were responsive. One specification required the truck be built on a Spartan chassis. This chassis will allow for non-proprietary parts and service. Based on the grading scale, Marion Body Works scored an almost-perfect score, meets the spec and is responsive. Firefighter Brubaker noted one change order request that pertained to the size of seat base and wear ability of the upholstery. This change order was for \$2,400.00 increasing the total cost to \$580,802.00. Firefighter Brubaker indicated the new truck is styled to dual on the ISO rating. The truck will double as a rescue and service truck. Firefighter Brubaker noted that City Engineer Emans has reviewed all documentation and has given his approval. Mayor Thallemer noted the bids were previously opened at the Board of Works, and received confirmation from Firefighter Brubaker that he is asking the Fire Territory Board to approve to the Board of Works the acceptance of the Marion Body Works' bid and purchase of the truck. Firefighter Brubaker indicated the bids' pay schedule includes a 3% to 5% discount if the chassis is paid for at the time of the chassis completion. Firefighter Brubaker indicated completion of the truck will take approximately 300 days with completion of the chassis in 2016. The Equipment Replacement budget supports the 2016 chassis payment. After no further discussion, Board Member Streeter made a motion to accept Marion Body Works' bid; seconded by Board Member Nash. All members present were in favor. (Documentation attached to Minutes).

### **TRAVEL REQUESTS –**

1. **Peer Fitness Trainer Continuing Education Workshop**
2. **Trench Validation Course**
3. **Exercising Leadership to Facilitate Adaptive Change**

Chief Wilson indicated the Peer Fitness Trainer Continuing Education Workshop is supported by Human Resources. This workshop will provide information on nutrition and eating for success in the fire service.

Chief Wilson indicated Aaron Bolinger was invited to participate and assist with the Technical Rescue test validation process to establish State standards.

Chief Wilson also indicated Aaron Bolinger will also be attending a class, Exercising Leadership to Facilitate Adaptive Change, to further his leadership skills.

Mayor Thallemer entertained a motion to approve the travel requests. Board Member Burner made a motion to approve the 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 –**

#### **MEETING REVIEW –**

NO ITEMS CARRIED FORWARD

NO VISITORS' QUESTIONS AND COMMENTS

#### **ADJOURNMENT –**

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

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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Mike Klondaris, 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