

BOARD OF WARSAW-WAYNE TOWNSHIP FIRE PROTECTION TERRITORY

May 3, 2016

4:00 P.M.

REGULAR SESSION

The Board of Warsaw-Wayne Township Fire Protection Territory met on Tuesday, May 3, 2016 at 4:00 P.M. in the 2nd Floor Conference Room at City Hall. The following persons were noted as present or absent:

PRESENT: Mayor Joseph Thallemer, Board Members Mike Klondaris, Sheila Burner and Joe Streeter. Also present Fire Chief Michael Wilson, Fire Territory Attorney Andrew Grossnickle and Recording Secretary Shirley Fetrow

ABSENT: Board Member Gordon Nash

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 Burner made a motion to accept the March 29, 2016 Minutes as written; seconded by Board Member Streeter. No further discussion. All members present were in favor.

RECOGNITION OF VISITORS – Chief Wilson introduced Firefighter Max Kinsey. Firefighter Kinsey is in charge of the public education programs for the fire department.

REPORTS / ORAL & WRITTEN COMMUNICATIONS –

MONTHLY ACTIVITY REPORT – MARCH 2016 – Fire Chief Wilson summarized the monthly activity report for March. (Documentation attached to Minutes).

MONTHLY EXPENDITURE REPORT – MARCH 2016 – Chief Wilson summarized the monthly expenditure reports for March. Mayor Thallemer entertained a motion to approve the March expenditure reports. 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).

UNFINISHED BUSINESS –

NEW BUSINESS –

FIREFIGHTER FOR THE DAY PROGRAM – Firefighter Kinsey introduced a new program set up for 5th and 6th grade students in the Warsaw Community Schools system. Students can write an essay, if they so choose, based on the question given. One student from each grade will be chosen as the Firefighter for the Day. These students will be picked up and returned to school in the fire truck and will spend the day with the firefighters. The first two students for this new program will be from Madison Elementary School, and the day is set for Friday, May 6th. (Documentation attached to Minutes).

IDEM DISTRICT 2 WWFT FIRE TRAINING FACILITY - Chief Wilson provided a copy of the annual burn permit application for the District 2 training facility. This permit has been filed with IDEM and allows the burning of pallets, straw and paper within the training facility. (Documentation attached to Minutes).

RESIDENTIAL TRAINING STRUCTURE, 2265 N. DETROIT STREET – Chief Wilson also filed with IDEM and has provided a copy of the application for open burning for fire training. This application pertains to the residential structure located at 2265 N. Detroit Street. Presented to the fire department by Realtor Bruce Woodward representing Mr. Haldewang, the property is to be used for live fire training. Chief Wilson indicated the structure will be used for firefighter training throughout the summer, and the department will host regional training on NFPA 1403 in the fall. (Documentation attached to Minutes).

CUMMINS CROSSPOINT MAINTENANCE AGREEMENT – Chief Wilson indicated that Cummins Crosspoint, LLC has provided maintenance service for the department’s generators for the past several years and asked permission to renew the yearly agreement. No discussion took place. Mayor Thallemer entertained a motion to recommend approval to the Board of Works. Board Member Klondaris made a motion to recommend approval; seconded by Board Member Streeter. No further discussion. All members present were in favor. (Documentation attached to Minutes).

TRAVEL REQUESTS –

1. **Fire Department Instructors Conference (FDIC)**
2. **Parkview Trauma Symposium**
3. **OSHA 501 Trainer Course in OSHA Standards for General Industry**

Chief Wilson gave a brief explanation of the three travel requests. No discussion took place. Mayor Thallemer entertained a motion to approve the travel requests. Board Member Klondaris approved the 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 –

BOARDPAQ – A brief discussion took place regarding Boardpaq . This internet-based program will be used for distribution of the board meeting packets.

STATION 3 – Chief Wilson gave a brief update on Station 3. He indicated a meeting has been scheduled with Martin Riley Architects to review the overall costs of the project. Mayor Thallemer reiterated that the needs of the township and tax payers will be met in a cost-effective manner. Chief Wilson asked permission to move forward with the 2017 budget as plans get underway towards Station 3 and staffing of that station. Board Member Streeter made a motion to move forward with Station 3 and the 2017 budget; seconded by Board Member Burner. A brief discussion took place in reference to the station design and emergency response services provided by the fire department.

MEETING REVIEW –

NO ITEMS CARRIED FORWARD

NO VISITORS’ QUESTIONS AND COMMENTS

ADJOURNMENT –

Mayor Thallemer entertained a motion to adjourn. Board Member Burner 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