

BOARD OF WARSAW-WAYNE TOWNSHIP FIRE PROTECTION TERRITORY

July 5, 2016

3:00 P.M.

REGULAR SESSION

The Board of Warsaw-Wayne Township Fire Protection Territory met on Tuesday, July 5, 2016 at 3:00 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, Gordon Nash, Sheila Burner 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. A Moment of Silence followed the Pledge of Allegiance. Mayor Thallemer noted a quorum.

MINUTES –

After no additions or corrections were noted, Board Member Klondaris made a motion to accept the June 7, 2016 Minutes as written; seconded by Board Member Burner. No further discussion. All members present were in favor.

RECOGNITION OF VISITORS –

REPORTS / ORAL & WRITTEN COMMUNICATIONS –

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

MONTHLY EXPENDITURE REPORT – MAY 2016 – Chief Wilson summarized the monthly expenditure reports for May. Mayor Thallemer entertained a motion to approve the May expenditures as presented. 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 BUSINESS –

QUINTEN STAMPER, JOEL SHILLING – NEW HIRES 6/20/16 – Chief Wilson announced the hiring of Quinten Stamper and Joel Shilling. Quinten was a volunteer on the Warsaw Volunteer Fire Department and Joel is a volunteer with the Leesburg/Plain Township Fire Department. Chief Wilson indicated that Station 3 will require nine additional staff in a rotation shift and the hiring of Quinten and Joel is the start of this process. Chief Wilson stated the plan is to hire two in 2016, four in 2017 and the final three in 2018. This staffing is part of the department's 5-year plan. (Documentation attached to Minutes).

TRENT STAMPER – NON-PROBATIONARY STATUS 6/21/16 – Mayor Thallemer noted that Trent Stamper was sworn in Friday, July 1st, at the Board of Works. The paperwork presented to the Board acknowledges Trent's successful completion of his first-year probationary period. (Documentation attached to Minutes).

STATION 3 PROJECT APPROACH – MARTIN RILEY ARCHITECTS – Chief Wilson indicated a meeting was held with Martin Riley Architects in order to make the Station 3 project more cost effective for the community. The design package has been completed and a meeting will be scheduled in the near future. Chief Wilson introduced the Station 3 Project Approach prepared

by Martin Riley Architects which provides a timeline and guideline as we move forward. Chief Wilson noted the projected cost of the project is \$3.1 million to \$3.3 million. Mayor Thallemer asked for consensus from the Board members in the form of a vote to either proceed or not proceed with the new preliminary design. Board Member Streeter made a motion to proceed; seconded by Board Member Burner. No further discussion. All members present were in favor. (Documentation attached to Minutes).

TRAVEL REQUESTS –

1. **Breaking Down the Barriers** – Department members attended the seminar on June 24th. Chief Wilson briefly explained that the seminar covered fire and police working together in mass shootings. Chief Wilson indicated the next active shooter class put on by the police department will incorporate the medical portion of the fire service to safely enter the building for victim care. Mayor Thallemer asked for approval of the travel request. 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).

OTHER MATTERS THAT MAY COME BEFORE THE BOARD –

2017 BUDGET – Chief Wilson distributed the proposed 2017 budget for the Equipment Replacement Fund and Operating Fund. Chief Wilson noted the next Fire Territory Board Meeting in August will take place prior to the budget presentation to the Common Council; members will have the opportunity to review and discuss the budgets prior to the Common Council meeting. Chief Wilson summarized the Operating Budget highlighting salaries/wages, operating supplies, repairs/maintenance, smoke alarms, fire prevention, professional services, communication and transportation, and machinery/equipment. The proposed Operating Budget for 2017 is \$4,544,413. Chief Wilson also summarized the Equipment Replacement Budget highlighting the debt services for Station 3. In addition to the 2017 budget, Chief Wilson also distributed the 2017 projections of the 5-year plan previously provided to the Board Members.

MEETING REVIEW –

NO ITEMS CARRIED FORWARD

NO VISITORS' QUESTIONS AND COMMENTS

A list of today's guests is attached.

ADJOURNMENT –

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

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