

BOARD OF WARSAW-WAYNE TOWNSHIP FIRE PROTECTION TERRITORY
March 9, 2010
4:00 P.M.
REGULAR SESSION

The Board of Warsaw-Wayne Township Fire Protection Territory met on Tuesday, March 9, 2010 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: Board Members Michael Reed, Sheila Burner, Joseph Streeter, and George Clemens. Also present Recording Secretary Shirley Fetrow, Fire Chief Mike Rice, Fire Marshal Michael Wilson, and Captain Aaron Bolinger

ABSENT: Mayor Ernie Wiggins.

Board Member George Clemens called the meeting to order. The Pledge of Allegiance and a Moment of Silence followed. A quorum was noted with four Board members present.

MINUTES –

Joe Streeter made a motion to approve the January 12, 2010 Minutes; seconded by George Clemens. (No meeting was held in February, 2010). No further discussion. All were in favor. Motion carried.

RECOGNITION OF VISITORS –

No visitors were in attendance.

REPORTS / ORAL & WRITTEN COMMUNICATIONS –

FIRE DEPARTMENT MONTHLY REPORTS FOR JANUARY AND FEBRUARY 2010 –

Fire department run reports were submitted for January and February 2010. In reference to these reports, Chief Rice indicated that medical assists can vary 18-20 runs from month to month, and that fire runs have been down approximately one-third. (Monthly reports attached to Minutes).

JANUARY AND FEBRUARY 2010 EXPENDITURES REPORTS -

Chief Rice submitted the fire department's January and February 2010 expenditures reports for the Board's review. Chief Rice indicated that next month's report will include overtime expenses due to shift changes and lengthy education classes attended. Chief Rice also indicated that additional expenses may be incurred next month due to repair or replacement of the standby generator at Station Two. (Monthly reports attached to Minutes).

UNFINISHED BUSINESS –

CAPTAIN PROMOTIONS –

Chief Rice stated that the vacant Captain positions have been filled by Aaron Bolinger and Mike Brubaker. (New Hire/Change in Payroll Report attached to Minutes)

NEW BUSINESS –

JOB POSTING – LIEUTENANT –

Chief Rice noted that with the promotions of Aaron Bolinger and Mike Brubaker, two Lieutenant positions were available. The openings were posted internally. (Job Posting attached to Minutes).

LIEUTENANT PROMOTIONS –

Chief Rice stated that the department has gone through the hiring process for the Lieutenant positions, and the Board of Works has approved the promotions of Andrew Callaway and Brian Drobisch. The hiring process consisted of a written test and interviews. Chief Rice stated there were seven applicants with one applicant turned down due to not meeting the department's years of service requirement. (Documentation attached to Minutes).

1782 BUDGET NOTICE FROM DLGF AND RESOLUTION NO. 2010-01-04 –

Chief Rice indicated that the DLGF cut \$360,000 from the Fire Territory's personal services appropriation. According to Chief Rice, this cut should not affect the Fire Territory's daily operation. When the budget was submitted to the State, it included twelve additional staff. The \$360,000 cut reflects approximately three and one-half to four personnel. Chief Rice noted that the 1782 Notice and the City of Warsaw's request for changes to that notice was due to a disagreement between the DLGF and the City of Warsaw regarding the Fire Territory receiving COIT funds. With assistance from Paige Gregory, H. J. Umbaugh and Associates, it was determined and agreed that the Fire Territory could receive COIT funds. Chief Rice is expecting to have a final report from the DLGF at next month's meeting. Discussion followed. (Documentation attached to Minutes).

2010 IDHS GRANT – PERMISSION TO APPLY –

Chief Rice presented a request to apply for an Indiana Homeland Security Foundation grant in the amount of \$4,000. Approval to apply was given at the March 5, 2010 Board of Works meeting. This grant, if awarded, would be used for technical rescue equipment. Discussion followed. (Documentation attached to Minutes).

UNDERWRITERS LABORATORY AGREEMENT –

Chief Rice stated that Underwriters Laboratory tests the department's ground ladders and aerial ladder truck. NFPA requires that the aerial truck be tested yearly, and the department has also chosen to have the ground ladders tested yearly. The cost has remained the same as last year. This Agreement was approved at the March 5, 2010 Board of Works meeting. (Agreement attached to Minutes).

TRAVEL REQUESTS FOR JANUARY AND FEBRUARY 2010 –

Chief Rice passed out travel request sheets prepared by the Human Resources office which were presented to the Board of Works on 1/21/10, 2/5/10 and 2/19/10. Chief Rice stated that two members attended an ice dive rescue operations class in Illinois and two additional members will be attending FDIC in April in Indianapolis. (Documentation attached to Minutes).

OTHER MATTERS THAT MAY COME BEFORE THE BOARD –

JOB DESCRIPTION CHANGES – DIVISION OFFICER / TRAINING –

Chief Rice indicated that with the assistance of Jennifer Whitaker, Human Resources Director for the City of Warsaw, the Division Officer / Training position's job description has been changed to a non-exempt status per FLSA guidelines. Supervisory responsibilities have been removed from the position allowing for the status change. This position will be a 40-hour per week position eligible for overtime. Discussion followed. (Documentation attached to Minutes).

VOLUNTEER FIREFIGHTER BENEFIT SCHEDULE AND AGREEMENT FOR 2010 –

Chief Rice stated that the Volunteer Agreement has been accepted by the volunteer members. A completed, signed Agreement by the Board of Works members, Chief Rice and Warsaw Volunteer Fire Department members was presented. (Agreement attached to Minutes).

ADDITIONAL INFORMATION PRESENTED TO BOARD MEMBERS –

Chief Rice distributed a False Alarm Report for 2009. He indicated a request for this information was made previously at a City Council meeting. Fire Marshal Wilson explained the different types of false alarms and gave a brief overview of the report. Discussion followed. (Documentation attached to Minutes).

Chief Rice distributed a sheet showing the new proposed logos and emblem for the Warsaw-Wayne Fire Territory. Board Members had no objections to proceed with the change process.

Chief Rice indicated that the Training Officer position was posted internally and one person applied for the position. They are currently in the evaluation process with him.

Chief Rice stated that Family Safety Day will be held again this year in September and they are in the process of applying for grants.

ADJOURN –

There being no further business to come before the Board, Motion was made by Joe Streeter to adjourn, seconded by Sheila Burner. All were in favor.

ATTEST:

Shirley Fetrow, Recording Secretary

Sheila Burner, Board Member

George Clemens, Board Member

Michael Reed, Board Member

Joseph Streeter, Board Member

Ernest Wiggins, Board Member