

BOARD OF WARSAW-WAYNE TOWNSHIP FIRE PROTECTION TERRITORY
September 8, 2009
4:00 P.M.
REGULAR SESSION

The Board of Warsaw-Wayne Township Fire Protection Territory met on Tuesday, September 8, 2009 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, George Clemens and Ernest Wiggins. Also present Recording Secretary Shirley Fetrow, Fire Chief Mike Rice, Training Officer Rob Barker, and City Council Member Kyle Babcock

ABSENT: None.

Mayor Wiggins called the meeting to order. The Pledge of Allegiance and a Moment of Silence followed. A quorum was noted with all five Board members present.

MINUTES -

Michael Reed made a motion to approve the August 11, 2009 Minutes, seconded by Sheila Burner. No further discussion. All were in favor. Motion carried.

REPORTS / ORAL & WRITTEN COMMUNICATIONS –

FIRE DEPARTMENT MONTHLY REPORT FOR AUGUST, 2009 –

Chief Rice presented the fire department's run report for August. (Report attached to Minutes).

UPDATE ON WAYNE TOWNSHIP TANKER -

Chief Rice reported that the new Wayne Township tanker is scheduled for completion on September 9th. The fire department's truck committee will be doing a final inspection on September 9th. If everything is in order, the truck will go to the dealer, Hoosier Fire Equipment located in Valparaiso, on September 10th for installation of additional equipment. Wayne Township Trustee Burner should take delivery on Friday. Hoosier Fire Equipment will deliver the truck and provide training along with training provided by the Warsaw Fire Department Training Division. (Good of the Company attached to Minutes).

UPDATE ON NEW FIRE TRAINING FACILITY AND BID OPENING DATE –

Chief Rice indicated that City Hall requires specs be written and bids accepted for the project since the cost is over \$150,000. The closing bid date is September 18th. To date, seven bid packets have gone out. Through a previous grant, the foundation is already in place. The specs reflect a building that can be placed on the existing foundation. (Information sheet attached to Minutes).

PLAY IT SAFE FAMILY SAFETY DAY –

Chief Rice provided a flyer advertising Play It Safe Family Safety Day. It will be held from 10:00 a.m. to 3:00 p.m., September 19th. Mayor Wiggins would like to thank all the contributors and those participating. (Flyer attached to Minutes)

UNFINISHED BUSINESS -

GREEN, CATES & GROSSNICKLE FEE AGREEMENT/EMPLOYMENT LETTER -

Chief Rice received the official fee agreement/employment letter after the Board packets were prepared and presented it to the Board today. Chief Rice also received a response in regards to the retainer fee questioned at last month's Regular Session. Mr. Cates indicated that the retainer fee covers an estimated 2 or more meetings and phone calls. These services would be deducted or covered by the retainer. Chief Rice asked the Board

to approve the fee agreement. Motion made by Board Member Reed to approve Mr. Cates for the Territory Board attorney and authorize the Territory Board Chairman to sign the document on the Board's behalf, seconded by Board Member Streeter. No further discussion. Carried by unanimous vote. (Copy of documentation attached to Minutes).

UMBAUGH & ASSOCIATES AGREEMENT TO PROVIDE SERVICES –

The formal agreement submitted by Paige Gregory at the August 11, 2009 Board meeting was distributed for discussion. Mayor Wiggins indicated that the Agreement is on an as-needed basis based on their hourly fee; more specifically set forth within the Agreement. Chief Rice indicated that he has budgeted expenses for Umbaugh's services for 2010 and would ask that the Board entertain the Motion to approve the Agreement. Motion was made by Board Member Streeter and seconded by Board Member Clemens. No further discussion. Carried by unanimous vote. (Copy of documentation attached to Minutes).

FIRE TERRITORY FINANCING OPTIONS –

Chief Rice indicated that financing options are still on hold and at this point nothing has materialized.

NEW BUSINESS –

R. W. BASSETT & ASSOC. CONSULTING SERVICES AGREEMENT –

Chief Rice stated that R. W. Bassett is a consulting company the fire department has used in the past. Chief Rice asked the Board's approval to enter into this Agreement. This Agreement will recommend where to place future stations, placement of apparatus, and help prepare for our future ISO survey. Discussion followed. Motion made by Board Member Clemens to approve the Agreement, seconded by Board Member Burner. No further discussion. Carried by unanimous vote. (Copy of documentation attached to Minutes).

OTHER MATTERS TO COME BEFORE THE BOARD –

FIRE DEPARTMENT TRAINING / TRAVEL REQUESTS –

Chief Rice presented last month's travel requests that have been submitted to the City of Warsaw's Board of Works. (Documentation attached to Minutes).

FIRE TERRITORY REPRESENTATION ON EMS BOARD –

The Board held a discussion whether Board Member Burner could represent the Fire Territory Board on the EMS Board. Board Member Burner indicated that she presently represents Wayne Township on the EMS Executive Board, which consists of seven voting members. Discussion followed.

ADJOURN –

There being no further business to come before the Board, Motion was made by George Clemens to adjourn, seconded by Joe Streeter.

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