

BOARD OF WARSAW-WAYNE TOWNSHIP FIRE PROTECTION TERRITORY

December 8, 2009

4:00 P.M.

REGULAR SESSION

The Board of Warsaw-Wayne Township Fire Protection Territory met on Tuesday, December 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, Division Chief/Training Officer Rob Barker, Fire Chief Mike Rice, Lieutenant Aaron Bolinger, Lieutenant Brooke Murphy, HR Director Jennifer Whitaker.

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 –

Mike Reed made a motion to approve the November 10th, 2009 Minutes; seconded by Joe Streeter. No further discussion. All were in favor. Motion carried.

RECOGNITION OF VISITORS –

REPORTS / ORAL & WRITTEN COMMUNICATIONS –

FIRE DEPARTMENT MONTHLY REPORT FOR NOVEMBER, 2009 –

Fire Chief Rice gave a brief review of the rescue/medical assists indicating that 9 out of the 43 runs were traffic accidents; one special incident type was a burn complaint. It was also mentioned that 22 runs were false alarms. (Report attached to Minutes).

UPDATE ON TRAINING FACILITY –

Division Chief/Training Officer Barker stated that the training tower was set yesterday afternoon (Monday, December 7th). They will continue to work throughout the week. An inspection will take place Thursday afternoon with the final inspection on Friday.

UNFINISHED BUSINESS –

CONSULTING SERVICES AGREEMENT – R. W. BASSETT & ASSOCIATES -

Chief Rice indicated that the questions raised at last month's meeting had been forwarded to Attorney Cates, and three of the four issues have been addressed in the new Agreement. The name has been changed to Warsaw-Wayne Township, the date has been changed, and the laws will be interpreted under the State of Indiana. The issue regarding indemnity was not changed. Mr. Bassett indicated that he would not be able to participate in the study if this section was removed. With Attorney Cates' approval, the wordage was left in the Agreement. Motion was made by Sheila Burner to accept the Agreement; seconded by Joe Streeter. No further discussion. All were in favor. (Agreement attached to Minutes).

FIRE TERRITORY FINANCING OPTIONS –

Chief Rice stated that the City of Warsaw will provide operating funds to the Territory next year until the property tax distribution is received. The City has a sample ordinance provided by H. J. Umbaugh & Associates. It has gone to the City's attorney and will be presented at the next City Council meeting.

R.W. BASSETT OPERATIONAL STUDY AND RECOMMENDATIONS –

Chief Rice indicated that Part 2 of the study is located in his office. It consists of a large map with many overlays explaining station locations and other information. The recommendations in the study will be taken under advisement.

EMPLOYEE 2010 WAGES –

Human Resources Director Jennifer Whitaker presented an updated Employee 2010 Wage Increase sheet. This information represents the wages recently approved by the Board of Works. The base pay remains the same for 2010; however, there is a slight increase due to longevity pay. No increases in wages were approved due to budget constraints. (Documentation attached to Minutes).

NEW BUSINESS –

PROPOSED VOLUNTEER FIREFIGHTER BENEFIT SCHEDULE FOR 2010 –

Chief Rice presented a proposed volunteer firefighter benefit schedule for the Board's review. The schedule represents different ways to reimburse the volunteer staff for calls, training, and meeting attendance. Attorney Cates has received a copy for his review. Chief Rice briefly explained the certification based benefit, ride along program benefit, training benefit, response benefit and maximum benefits. Chief Rice also gave a brief explanation of the current pay structure. (Documentation attached to Minutes).

MARTIN RILEY FEASIBILITY STUDY FOR FIRE STATION –

Chief Rice indicated that the 11-page report distributed to the Board is a partial report. A full copy of the report is housed in Mayor Wiggins' office and Chief Rice's office. Two options were prepared. Chief Rice indicated that this report is for informational purposes at this time. Chief Rice will present at next month's meeting figures representing costs for new stations built within the last two years. A brief discussion followed regarding placement of a fire station at the airport. (Documentation attached to Minutes).

TRAVEL REQUESTS –

No travel requests noted.

OTHER MATTERS THAT MAY COME BEFORE THE BOARD –

FIRE APPARATUS STAFFING –

Chief Rice explained that on certain days when staffing is down, fire department administration have allowed the engines and ladder truck to leave the station with one driver. Looking at safety concerns and the cost of apparatus, the administration is looking at putting a minimum staffing of two firefighters on a truck. Chief Rice presented this information to the Board for their thoughts and input. Possible changes would be made in 2010.

ADJOURN –

There being no further business to come before the Board, Motion was made by Mayor Wiggins 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