

BOARD OF WARSAW-WAYNE TOWNSHIP FIRE PROTECTION TERRITORY

May 4, 2021

4:00 P.M.

REGULAR SESSION

The Board of Warsaw-Wayne Township Fire Protection Territory met on Tuesday, May 4, 2021 at 4:00 P.M. in the City Hall Council Chambers. The following persons were noted as present or absent:

PRESENT: Mayor Joseph Thallemer, Board Members Gordon Nash, Jeanie Stackhouse, Fire Chief Michael Wilson, Fire Territory Attorney Andrew Grossnickle and Recording Secretary Shirley Fetrow

ABSENT: Board Members Mike Klondaris, Brandon Schmitt

Mayor Thallemer called the meeting to order. A Moment of Silence followed the Pledge of Allegiance.

Mayor Thallemer noted there was not a quorum to start the meeting. The meeting will proceed with items that do not require action.

After the Monthly Response Report for March 2021 and the Five-Year Capital Facilities Asset Plan were reviewed, Mayor Thallemer noted a quorum and proceeded with the approval of the April 6, 2021 Minutes.

MINUTES –

After no additions or corrections were noted, Mayor Thallemer entertained a motion to approve the April 6, 2021 Minutes. Board Member Stackhouse made a motion to approve as written; seconded by Board Member Nash. No further discussion. All members present were in favor. (Documentation attached to Minutes).

RECOGNITION OF VISITORS – Mayor Thallemer welcomed the visitors in attendance.

REPORTS / ORAL & WRITTEN COMMUNICATIONS –

MONTHLY RESPONSE REPORT – MARCH 2021 – Assistant Chief Aaron Bolinger summarized the monthly Fire Territory response report for March 2021; Chief Wilson summarized the public education appearances provided to the Warsaw Community Schools in the month of March. Tony Doyle provided Lutheran EMS's response report for March 2021. In addition, Tony introduced Alicia as the Interim Director replacing Scott Sigerfoos who has resigned. (Documentation attached to Minutes).

MONTHLY EXPENDITURE REPORTS – MARCH 2021 – After no questions were raised, Mayor Thallemer entertained a motion to approve the Operating Fund (Fund 103) March expenses. Board Member Nash made a motion to approve; seconded by Board Member Stackhouse. No further discussion. All members present were in favor. (Documentation attached to Minutes).

After no questions were raised, Mayor Thallemer entertained a motion to approve the Equipment Replacement Fund (410) March expenses. Board Member Stackhouse made a motion to approve; seconded by Board Member Nash. No further discussion. All members present were in favor. (Documentation attached to Minutes).

FIVE-YEAR CAPITAL FACILITIES ASSET PLAN – Chief Wilson provided to the Board an updated Five-Year Capital Facilities Asset Plan for their review, bringing any questions to Chief Wilson. Chief Wilson indicated future plans are to bring in Fire and EMS Administration within the State of Indiana, stakeholders in the community and City Plan Department members to sit down and create a program to look at and give insight into a five-year plan.

UNFINISHED BUSINESS –

NEW BUSINESS –

CURRENT FIRE PROTECTION – INSPECTION SERVICE AGREEMENT PROPOSAL – Chief Wilson indicated Station 3 has a fire suppression system and per Indiana Fire Code and the International Fire Code the system has to be inspected annually. Current Fire Protection installed the system and Chief Wilson is asking for permission to enter into the Agreement. Costs of the inspections are \$265.00 for 2021, \$325.00 for 2022 and \$340.00 for 2023. In 2023 a new agreement will be proposed which will include the cost of the required five-year and annual inspection. Mayor Thallemer entertained a motion to approve the Agreement. Board Member Stackhouse made a motion to approve; seconded by Board Member Nash. No further discussion. All members present were in favor. (Documentation attached to Minutes).

BAKER TILLY US, LLP – ENGAGEMENT LETTER AGREEMENT AND SCOPE APPENDIX – Chief Wilson asked the Board for approval to continue the working relationship with Baker Tilly by approving the Agreement and Scope Appendix. Fire Territory Attorney Andrew Grossnickle has reviewed the Agreement and Scope Appendix and has no concerns. Mayor Thallemer entertained a motion to approve the Engagement Letter with Baker Tilly. Board Member Stackhouse made a motion; seconded by Board Member Nash. No further discussion. All members present were in favor. (Documentation attached to Minutes).

INDIANA DEPARTMENT OF NATURAL RESOURCES EXCESS PROPERTY COOPERATIVE AGREEMENT – Assistant Chief Bolinger indicated the State of Indiana, through fire training, has access to shipping containers at Crane Naval Base. This Agreement allows the department to accept the containers which will be used at the training center to store small equipment. Assistant Chief Bolinger also indicated if other DNR property becomes available, the Agreement would cover that property as well. There is no cost for the containers. Mayor Thallemer entertained a motion to approve. Board Member Stackhouse made a motion; seconded by Board Member Nash. No further discussion. All members present were in favor. (Documentation attached to Minutes).

TRAVEL REQUESTS – Chief Wilson presented one travel request for Joel Updike to attend monthly HazMat Technician meetings in Elkhart. After no questions were raised, Mayor Thallemer entertained a motion to approve. Board Member Stackhouse made a motion to approve; seconded by Board Member Nash. All members present were in favor. (Documentation attached to Minutes).

OTHER MATTERS THAT MAY COME BEFORE THE BOARD –

Members of the department presented the scenario of a patient (rescue manikin) in cardiac arrest. The purpose of the scenario was to demonstrate the use of an AutoPulse Monitor county departments received through a K21 Grant in 2020. EMS Chief Chris Fancil narrated the scenario as members of the department deployed the AutoPulse unit.

MEETING REVIEW –

NO ITEMS CARRIED FORWARD

A list of today's guests is attached.

ADJOURNMENT –

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

ATTEST:

Shirley Fetrow, Recording Secretary

Jeanie Stackhouse, Board Member

Mike Klondaris, Board Member

Gordon Nash, Board Member

Brandon Schmitt, Board Member

Dr. Joseph Thallemer, Board Member