

BOARD OF WARSAW-WAYNE TOWNSHIP FIRE PROTECTION TERRITORY

April 5, 2011

4:00 P.M.

REGULAR SESSION

The Board of Warsaw-Wayne Township Fire Protection Territory met on Tuesday, April 5th, 2011 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 Joseph Streeter, Sheila Burner and Mayor Ernie Wiggins. Also present Recording Secretary Shirley Fetrow, Chief Mike Rice and Attorney David Cates

Absent: Board Members Michael Reed and George Clemens

Mayor Ernie Wiggins called the meeting to order. The Pledge of Allegiance and a Moment of Silence followed. A quorum was noted.

**MINUTES –**

Board Member Streeter made a motion to approve the March 1, 2011 Minutes; seconded by Board Member Burner. No further discussion. All were in favor. Motion carried.

**RECOGNITION OF VISITORS –**

**REPORTS / ORAL & WRITTEN COMMUNICATIONS –**

**FIRE DEPARTMENT MONTHLY REPORT – FEBRUARY 2011** – Chief Rice indicated that EMS runs have been consistent over the past three years. (Documentation attached to Minutes).

**EXPENDITURES REPORT – FEBRUARY 2011** – No discussion took place. (Documentation attached to Minutes).

**STATEWIDE TRAINING PARTICIPATION** – Chief Rice provided the Board Members with updated information on the statewide training known as the Shaking Bedrock Drill. It will take place in May in southern Indiana, southeast of Indianapolis at a military base. This is a three-day event in which five specialty team members from the department will be participating. Chief Rice indicated that the fire territory will be reimbursed for all wages paid out during this drill.

**WILDMAN UNIFORM & LINEN CONTRACT** – Chief Rice stated this contract is for the walk-off mats and shop rags at the stations. The contract has been presented to the Board of Works. This contract is one that the City has combined with other departments resulting in cost savings. Mayor Wiggins made a motion to approve the contract; seconded by Board Member Streeter. No further discussion. All members were in favor. (Documentation attached to Minutes).

**UNDERWRITERS LABORATORIES, INC. CONTRACT** – Chief Rice stated this contract is for the yearly testing of the department's aerial truck and ground ladders at the recommendation of the NFPA. The contract price did not increase in 2011. No questions were raised. Board Member Burner made a motion to approve the contract; seconded by Board Member Streeter. No further discussion. All members were in favor. (Documentation attached to Minutes).

**EARTH EXPLORATION CONTRACT** – Chief Rice indicated this contract is for soil borings at the 200 South property. Soil testing is needed prior to the land purchase. Chief Rice indicated he has a rough site plan of where the station might sit if anyone would like a copy. Mayor Wiggins made a motion to approve the contract; seconded by Board Member Streeter. No further discussion. All members were in favor. (Documentation attached to Minutes).

## **UNFINISHED BUSINESS –**

**UPDATE ON NEW FIRE STATION**– Chief Rice was asked how many more items are needed in order to complete the paperwork. Chief Rice stated that Attorney Valentine and Attorney Cates have written the purchase agreement with acceptance dependent on the soil borings and dependent on an agreement with the easements for the sanitary sewer. Chief Rice stated there are two options: (1) fronting an easement along the two property lines of WCC or (2) going over into Eagle Crest housing addition with an easement to their sanitary sewer which is already in place. Attorney Cates also indicated that the easement regards all of the utilities to the property.

**REQUEST TO TRANSFER FUNDS – ORDINANCE 2011-04-01** – Mayor Wiggins indicated that the City Council approved the ordinance at its regularly scheduled meeting held on Monday, April 4<sup>th</sup>. Chief Rice noted that the Warsaw-Wayne Fire Territory Board previously approved the request to transfer funds at its regularly scheduled meeting held on March 1, 2011. (Documentation attached to Minutes).

## **NEW BUSINESS –**

**CONTRACT FOR PURCHASE OF REAL ESTATE** – Attorney Cates stated that the contract needs to go through the entire process, recommending approval by the Fire Territory Board. Board Member Streeter made a motion to accept the contract to purchase real estate; seconded by Board Member Burner. All members were in favor. (Documentation attached to Minutes).

## **TRAVEL REQUESTS –**

**FIRE CHIEF'S STATION STYLE CONFERENCE** – Chief Rice stated the conference is sponsored by Fire Chiefs Magazine. Chief Rice also indicated that the timeliness of the conference is very appropriate with our process of building a new fire station within the next two years. Chief Rice asked for permission to attend the conference. The conference will be held in Kansas City, Missouri. Mayor Wiggins made a motion to approve the travel request; seconded by Board Member Streeter. All members were in favor. Motion carried. (Documentation attached to Minutes).

## **OTHER MATTERS THAT MAY COME BEFORE THE BOARD –**

Chief Rice asked for input regarding the current e-mailing of territory board packets. Chief Rice entertained that members have the option to continue receiving the packets via e-mail or by hard copy. Board Member Streeter will begin to receive hard copies; Mayor Wiggins, Board Member Burner and Attorney Cates will continue to receive their packets via e-mails.

A list of guests attending today's meeting is attached.

There being no further business, Mayor Wiggins made a motion to adjourn; seconded by Board Member Streeter. No further discussion. All members were in favor.

## **ATTEST:**

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Shirley Fetrow, Recording Secretary

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Sheila Burner, Board Member

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George Clemens, Board Member

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Michael Reed, Board Member

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Joseph Streeter, Board Member

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Ernest Wiggins, Board Member