

BOARD OF WARSAW-WAYNE TOWNSHIP FIRE PROTECTION TERRITORY  
March 6, 2012  
4:00 P.M.  
REGULAR SESSION

The Board of Warsaw-Wayne Township Fire Protection Territory met on Tuesday, March 6, 2012 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, Michael Reed, Diane Quance and Mayor Joseph Thallemer. Also present Attorney David Cates, Recording Secretary Shirley Fetrow and Fire Chief Mike Brubaker

Absent: Board Member Sheila Burner

Mayor Thallemer called the meeting to order. The Pledge of Allegiance and a Moment of Silence followed.

**MINUTES -**

Board Member Quance made a motion to approve the February 14, 2012 Minutes; seconded by Board Member Reed. All were in favor. Motion carried.

**RECOGNITION OF VISITORS** - No visitors were in attendance.

**REPORTS / ORAL & WRITTEN COMMUNICATIONS -**

**MONTHLY REPORT - JANUARY 2012** - Chief Brubaker gave a brief overview of the department responses, public appearances and trainings for the month of January. (Documentation attached to Minutes).

**EXPENDITURES REPORT - FEBRUARY 2012** - Board Member Reed questioned the type of repairs to Engine 3 in the amount of \$1,458.05 by Global Emergency Products and the dive equipment purchased from Dive Rescue International in the amount of \$2,397.84. Chief Brubaker will e-mail detailed information to the Board Members. (Documentation attached to Minutes).

**NEW BUSINESS -**

**SANDS OFFICE EQUIPMENT ANNUAL MAINTENANCE AGREEMENT** - Chief Brubaker stated the maintenance agreement was presented to the Board of Works last Friday (March 2, 2012). The Board of Works tabled the agreement since they are looking at a city-wide maintenance program for all copier/printers. Mayor Thallemer indicated that with the city moving into the new building downtown, the copy and printing needs will change. Mayor Thallemer has asked IKON and Sands Office Equipment to provide a quote for all printing and copying needs. Mayor Thallemer has asked all department heads to continue operating under their current agreements on a month-to-month basis. Mayor Thallemer entertained the motion to table the maintenance agreement. Board Member Streeter made a motion to table the agreement; seconded by Board Member Reed. All members were in favor. (Documentation attached to Minutes).

**H. J. UMBAUGH & ASSOCIATES AGREEMENT** - Chief Brubaker indicated the fee schedule is consistent with 2011 and asked the Board members to accept the agreement. Board Member Quance made a motion to accept the agreement; Board Member Streeter seconded the motion. All members were in favor. (Documentation attached to Minutes).

**BRIAN ZEHRING PAY STATUS CHANGE** - Chief Brubaker stated that Firefighter Brian Zehring has completed his 6-month employment with the fire department, and per the city's salary ordinance is eligible for a pay increase. Chief Brubaker indicated that Brian is doing an excellent job for the department. Board Member Streeter made a motion to approve Brian Zehring's pay increase; seconded by Board Member Quance. All members were in favor. The Board of Works approved the pay increase on March 2, 2012. (Documentation attached to Minutes).

### **TRAVEL REQUESTS -**

Chief Brubaker provided a list of classes department members attended earlier this month. These classes have been approved by either Mayor Thallemer or the Board of Works prior to this meeting. (Documentation attached to Minutes).

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

**T-1 (LADDER TRUCK) UPDATE** - Chief Brubaker reported that the ladder truck is back in the shop. It was at Indianapolis two weeks ago for pump switch gear and turbo repairs. Global Emergency thought they corrected the problems; however, they did not. The truck is currently at Clark Power in Fort Wayne. Clark Power is in the process of changing the injectors.

**HIRING POOL** - Chief Brubaker briefly explained the hiring process for a new firefighter. A Hiring Committee is formed from members of the fire department. The Hiring Committee interviews candidates, under the direction of Human Resources, and makes recommendations to the Fire Chief. The chosen candidates then make up the hiring pool. This process is done on a yearly basis. When openings become available throughout the year, the openings are filled by members of the hiring pool. Battalion Chief Ed Kipker is Chairman of the committee and has reported to Chief Brubaker that the interview process is complete and the Hiring Committee is narrowing down candidates to a select few. Once the selection is made, recommendations will then be made to Chief Brubaker. Chief Brubaker stated currently there is one firefighter opening due to Chief Rice's retirement, one firefighter will be retiring in December 2012, and one firefighter will be retiring in June 2013. They are hopeful to replace all three firefighters in 2012, two within the next few months and the third at yearend.

**TRT (TECHNICAL RESCUE TEAM) DEPLOYMENT STANDBY** - Mayor Thallemer relayed to the Board Members that he had met with Chief Brubaker in reference to the possible deployment of the TRT team due to the tornados in Southern Indiana. Currently the team is on standby and can be deployed at any time. Mayor Thallemer expressed his appreciation and confidence in the TRT team and Department of Homeland Security hopeful the City of Warsaw will not need their services, but realizes if the need arises, the City has excellent resources available. Chief Brubaker gave a brief recap of the TRT team, MABAS 201 and District 2 Response area.

### **RICK LASKY TRAINING / ABATE HOOSIER BURN CAMP FUNDRAISER UPDATES -**

Chief Brubaker was asked to give an update on the Rick Lasky training and ABATE Hoosier Burn Camp Fundraiser:

Chief Brubaker stated the volunteers are moving forward with the training class. The date has been confirmed with Chief Lasky for August 4, 2012.

Chief Brubaker indicated that Attorney Cates has reviewed and made a few changes on the waiver forms for the ABATE fundraiser. Firefighter Himes reported they are anticipating 30 water ball teams.

### **MEETING REVIEW -**

NO ITEMS CARRIED FORWARD

NO VISITORS' QUESTIONS & COMMENTS

**ADJOURNMENT** -

There being no further business, Mayor Thallemer entertained a motion to adjourn; so moved by Board Member Streeter; seconded by Board Member Reed. 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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Diane Quance, Board Member

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Michael Reed, Board Member

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Joseph Streeter, Board Member

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Dr. Joseph Thallemer, Board Member