

BOARD OF WARSAW-WAYNE TOWNSHIP FIRE PROTECTION TERRITORY
August 6, 2013
4:00 P.M.
REGULAR SESSION

The Board of Warsaw-Wayne Township Fire Protection Territory met on Tuesday, August 6, 2013 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: Mayor Joseph Thallemer, Board Members Sheila Burner, Joe Streeter, and Gordon Nash. Also present Fire Chief Mike Brubaker, Fire Territory Attorney David Cates and Recording Secretary Shirley Fetrow

Absent: Board Member Diane Quance

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

MINUTES -

After no additions or corrections were noted, Board Member Burner made a motion to approve the July 9, 2013 Minutes; seconded by Board Member Streeter. All members present were in favor.

RECOGNITION OF VISITORS -

Mayor Thallemer recognized Cody Shafer in attendance. Cody attends Warsaw Community High School.

REPORTS / ORAL & WRITTEN COMMUNICATIONS -

MONTHLY ACTIVITY REPORT - JUNE 2013 - Chief Brubaker summarized the monthly activity report for June. (Documentation attached to Minutes).

MONTHLY EXPENDITURE REPORT - JUNE 2013 - Chief Brubaker summarized the monthly expenditure report for June. Chief Brubaker explained the following expenditures: (1) ARC GIS Software (\$1,500) - This purchase was a joint effort between Wastewater, Fire and Building and Planning. For the benefit of the Fire Territory, the Building and Planning Department will use this software to map hydrants, water mains, etc.; (2) EMT Class, first draw \$8,000; (3) PA system (\$2,700) - This purchase was for the paging system at Station #2. Due to the age of the system and unshielded wiring, it was picking up an AM radio channel 24 hours/day. The only fix was to upgrade the system; (4) Confined Space (\$1,675.60) - This purchase was for a spec pack for confined space rescue. All members of the department are rope and confined space trained and provide confined space rescue for the Wastewater and Street Departments. This spec pack consists of a Type 1 harness, drag device and immobilization device for the head, neck and lower back providing a means to rescue and package victims in confined spaces as well as high and low angle rescues. (Documentation attached to Minutes).

DIVE CLASS - HOSTED IN JULY - Chief Brubaker provided a copy of the invoice for the dive classes held in July. He noted that the cost was reduced due to the cancellation of two train-the-trainer classes; the minimum enrollment was not met. One department member was enrolled for the class and had taken the pre-self-study portion. He will need to enroll in a class elsewhere to complete the class. For hosting the class, three members attended free of charge; 2 from the fire department and 1 from the police department. (Documentation attached to Minutes).

ENGINE 2 UPDATE - Chief Brubaker indicated that in June after a heavy rain Engine 2 was responding to a medical call and sunk into a driveway hole that was improperly filled after the storm. A claim was filed with the insurance company, payment has been received and repairs have been made. The truck is back in service.

CITY COUNCIL BUDGET MEETING - AUGUST 19, 2013 - Chief Brubaker invited members to attend the budget meeting to be held on August 19th. He will be presenting the Fire Territory budget at that time.

TOWER RESCUE - Chief Brubaker informed the Board Members that after the Claypool tower rescue last year, he was approached by the tower company that owned the facility inquiring as to the capabilities of the department for tower rescues. It was determined that the tower company had the desire to couple with the fire department and provide a safety briefing on their equipment. It was then determined that the tower company would allow the fire department to use their towers for department training once they provided training to the fire department members. The training has been completed and members have been approved. Chief Brubaker noted that very few departments in the State of Indiana provide tower rescue.

UNFINISHED BUSINESS -

STATION 3 - Chief Brubaker provided an update on the status of Station 3. He indicated that he met with members of the WCC, the City's Engineer and Planner, County Reps, Surveyor and others. After the heavy rains, County Farm Road flooded at the church's retention pond. It was determined that a decoy swan was plugging the county tile approximately 80% and Eagle Crest's outlet pipe was bigger than specified. Both issues will be simple fixes. The church is in the process of recalculating their storm water runoff for future growth. This process needs to be completed before we can proceed any further with Station 3.

NEW BUSINESS -

DREW SHILLING - 6-MONTH REVIEW - Chief Brubaker stated that Drew has been with the department for 6 months, is doing a phenomenal job and recommends he receive a pay increase. Board Member Streeter made a motion to approve the increase; seconded by Board Member Nash. All members present were in favor. (Documentation attached to Minutes).

KOSCIUSKO COUNTY COMMUNITY FOUNDATION GRANT ACCEPTANCE - Chief Brubaker stated that the Community Foundation approved a grant in the amount of \$1,000 for Family Safety Day pending acceptance by the Fire Territory Board and Board of Works. Mayor Thallemer entertained a motion to accept the grant. Board Member Streeter made a motion to accept; seconded by Board Member Burner. All members present were in favor. (Documentation attached to Minutes).

TORNADO SIREN RELOCATION - Mayor Thallemer indicated that he and Chief Brubaker have been in conversation regarding moving the tornado siren from old City Hall to Station 1. Chief Brubaker provided quotes from J & K Communications and Dennie Electric. Total cost for the project is \$12,840 which includes pole installation, removal and relocation of siren, unhooking and removing old emergency horn and running new power at Station 1. Chief Brubaker stated that a new system, according to J & K Communications, would cost approximately \$20,000. He has researched different options, i.e. electronic siren vs. mechanical siren and J & K Communications recommends a mechanical siren if replacement is necessary once the siren has been removed and checked. Mayor Thallemer entertained a motion to approve the expenditure to relocate the siren to Station 1. Board Member Burner made a motion to approve; seconded by Board Member Nash. All members present were in favor. (Documentation attached to Minutes).

TRAVEL REQUESTS - Board Member Streeter made a motion to approve the travel request as submitted; seconded by Board Member Nash. All members were in favor. (Documentation attached to Minutes).

OTHER MATTERS THAT MAY COME BEFORE THE BOARD -

DIVE TEAM COM UNIT - Chief Brubaker indicated that the department has an old dive communication unit which has been replaced with a newer model. The old unit was passed down from the Police Department. Through the recent dive classes the department has identified a department that does not have a com unit and would benefit from its use. Chief Brubaker entertained the idea to donate the unit for \$1.00. Board Member Streeter made a motion to donate the unit for \$1.00; seconded by Board Member Burner. All members present were in favor.

ADVANCED EMT CERTIFICATION - Chief Brubaker indicated that the State of Indiana has changed the certification level for Advanced EMT's. For an Advanced EMT to remain an Advanced EMT they are required to take a bridge course. The department has three members that need to take the class to retain their certifications. In addition, Chief Brubaker indicated that three to four members currently with EMT certifications are interested in taking the full Advanced EMT course. The cost for the bridge class is \$300/person plus book; \$800/person for the full class, plus overtime. Chief Brubaker asked for the board members' thoughts on allowing him to register department members for both the bridge course and full Advanced EMT course. He stated that Multi-Township EMS is not trained to provide medical care for victims requiring technical rescue, i.e. confined space and trench. Patient care would not be available until extrication. With department members certified as Advanced EMT's, patient care could be provided prior to extrication. Chief Brubaker noted that the Advanced EMT class will begin in September and run through March, 2014. The bridge class will take place on certain days throughout the full class. Sue Bechtold will be teaching the full class two days a week with a day and evening class both days. After a discussion, all members present were in agreement to make a recommendation to the Board of Works to proceed with the Advanced EMT courses. Mayor Thallemer entertained a motion to approve the Advanced EMT training. Board Member Nash made a motion to approve; seconded by Board Member Burner. All members present were in favor.

MEETING REVIEW -

NO ITEMS CARRIED FORWARD

NO VISITORS' QUESTIONS AND COMMENTS

ADJOURNMENT -

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

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

ATTEST:

Shirley Fetrow, Recording Secretary

Sheila Burner, Board Member

Diane Quance, Board Member

Gordon Nash, Board Member

Joseph Streeter, Board Member

Dr. Joseph Thallemer, Board Member