

BOARD OF WARSAW-WAYNE TOWNSHIP FIRE PROTECTION TERRITORY  
November 4, 2014  
4:00 P.M.  
REGULAR SESSION

The Board of Warsaw-Wayne Township Fire Protection Territory met on Tuesday, November 4, 2014 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 Diane Quance, and Joe Streeter. Also present Fire Chief Mike Brubaker, Fire Territory Attorney David Cates and Recording Secretary Shirley Fetrow

Absent: Board Members Gordon Nash and Sheila Burner

Mayor Thallemer called the meeting to order. A Moment of Silence followed. Mayor Thallemer noted a quorum.

**MINUTES** -

After no additions or corrections were noted, Board Member Quance made a motion to accept the October 7, 2014 Minutes as written; seconded by Board Member Streeter. No further discussion. All members present were in favor.

**RECOGNITION OF VISITORS** -

Mayor Thallemer noted no visitors were in attendance.

**REPORTS / ORAL & WRITTEN COMMUNICATIONS** -

**MONTHLY ACTIVITY REPORT - SEPTEMBER 2014** - Chief Brubaker summarized the monthly activity report for September. Mayor Thallemer entertained a motion to accept the monthly report. Board Member Streeter made a motion to accept; seconded by Board Member Quance. (Documentation attached to Minutes).

**MONTHLY EXPENDITURE REPORT - SEPTEMBER 2014** - Chief Brubaker summarized the monthly expenditure report for September. After a brief discussion, Mayor Thallemer entertained a motion to approve the September expenditures as presented. Board Member Quance made a motion to approve; seconded by Board Member Streeter. No further discussion. All members present were in favor. (Documentation attached to Minutes).

**OATH OF OFFICE - TROY KNEFELKAMP** - Chief Brubaker provided a copy of the Oath of Office for Troy Knefelkamp which was performed at the October 20<sup>th</sup> Board of Works. (Documentation attached to Minutes).

**PROPOSED 2015 FIRE TERRITORY ATTORNEY** - Chief Brubaker recommended and asked the Board Members to consider the transition of Fire Territory Attorney Cates to Attorney Andrew Grossnickle for 2015. Mr. Grossnickle is also from the firm of Green, Cates & Grossnickle. Chief Brubaker feels this transfer would be seamless, and has discussed the transfer with Mr. Grossnickle who would be willing to provide his services. Fire Territory Attorney Cates noted that statutorily there is no formal procedure required to hire a different attorney, and stated that for professional services, bids and quotes are not required. Mr. Cates stated he would make the transition seamless. All members present were in favor of the transition. It was asked if Mr. Grossnickle would be available for the December meeting of which Mr. Cates affirmed his availability.

**UNFINISHED BUSINESS** -

**ISO RATE EFFECTIVE FEBRUARY 1, 2015** - Chief Brubaker indicated that the new ISO rate is classified as a 4/4Y, which is consistent with the current ISO rate. The FSRS feature breaks down the criteria for rating into three categories: emergency communications, fire department and water supply. Chief Brubaker explained the credit earned and credit available for each category. In summary, emergency communications earned 7.69 out of 10; fire department earned 30.78 out of 50; and water supply earned 29.43 out of 40. Chief Brubaker went into further detail explaining the credits earned for the fire department category and future changes that could be effected to lower the rate highlighting apparatus, company personnel, basic fire flow and training. Overall, Chief Brubaker indicated the department is making huge strides in some areas while improvement is needed in other areas. (Documentation attached to Minutes).

**NEW BUSINESS** -

**PRO AIR MIDWEST, INC. 2015 CONTRACT** - Chief Brubaker indicated this contract covers air samples for the SCBA fill stations and meets OSHA and NFPA regulations. The contract combines both the police department's and fire department's equipment. The police department will present the contract at the next Board of Works if approved by the Fire Territory Board. Board Member Streeter made a motion to accept the contract; seconded by Board Member Quance. No further discussion. All members present were in favor. (Documentation attached to Minutes).

**WARSAW VOLUNTEER FIRE DEPARTMENT 2015 CONTRACT** - Chief Brubaker noted that two changes have been made to the contract: (1) the dollar amount was reduced to \$36,702.00 and (2) the wording "the said amount is to support a roster of 18 firefighters" was added. Chief Brubaker noted that both City Attorney Valentine and Fire Territory Attorney Cates reviewed the contract. Board Member Quance made a motion to accept the contract; seconded by Board Member Streeter. No further discussion. All members present were in favor. (Documentation attached to Minutes).

**TRAVEL REQUESTS** - Chief Brubaker stated that the State of Indiana changed the fire service training manuals from IFSTA to Fire Engineering earlier this year. Training classes on how to teach the new curriculum were not available. Within the past week Chief Brubaker learned that the State would be providing one class in Brownsburg on October 31<sup>st</sup>. A travel request for Aaron Bolinger was submitted to, and approved by, Mayor Thallemer previously. Board Member Streeter made a motion to approve the travel request; seconded by Board Member Quance. All members present were in favor. (Documentation attached to Minutes).

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

**MEETING REVIEW** -

NO ITEMS CARRIED FORWARD

NO VISITORS' QUESTIONS AND COMMENTS

**ADJOURNMENT** -

There being no further business, Mayor Thallemer entertained a motion to adjourn. Board Member Streeter made a motion to adjourn; seconded by Board Member Quance. No further discussion. All members present 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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Gordon Nash, Board Member

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Joseph Streeter, Board Member

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Dr. Joseph Thallemer, Board Member