

BOARD OF WARSAW-WAYNE TOWNSHIP FIRE PROTECTION TERRITORY

November 13, 2018

4:00 P.M.

REGULAR SESSION

The Board of Warsaw-Wayne Township Fire Protection Territory met on Tuesday, November 13, 2018 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 Mike Klondaris and Gordon Nash.
Also present Fire Chief Michael Wilson, Fire Territory Attorney Andrew Grossnickle and Recording Secretary Shirley Fetrow

ABSENT: Board Member Sheila Burner

Due to Board Member Joe Streeter moving out of Wayne Township, Joe is ineligible to continue as a Warsaw-Wayne Fire Territory Board Member.

Note: The November 6, 2018 meeting was suspended after the deployment presentation from the Swift Water Rescue Team due to lack of a quorum. Today's meeting is a continuation of the November 6th meeting.

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

Mayor Thallemer noted a quorum with all action requiring three votes.

MINUTES –

After no additions or corrections were noted, Board Member Klondaris made a motion to approve the October 2, 2018 Minutes as written; seconded by Mayor Thallemer. No further discussion. All members present were in favor.

RECOGNITION OF VISITORS –

REPORTS / ORAL & WRITTEN COMMUNICATIONS –

MONTHLY RESPONSE REPORT –SEPTEMBER 2018 – Chief Wilson summarized the monthly response report for September 2018. (Documentation attached to Minutes).

MONTHLY EXPENDITURE REPORTS – SEPTEMBER 2018 – Chief Wilson summarized the monthly Operating Fund (Fund 103) expenditure report, Equipment Replacement Fund (Fund 410) expenditure report and City Capital Projects Fund (Fund 406) expenditure report for September. Mayor Thallemer entertained a motion to approve the three funds. Board Member Klondaris made a motion to approve; seconded by Board Member Nash. No further discussion. All members present were in favor. (Documentation attached to Minutes).

MONTHLY PREPARATION – LINE 2 CUTS - Mayor Thallemer noted the 2018 Line 2 cuts will go to the City Council on Monday, November 19th for approval. The cuts consist of \$100,000 in employee benefits, \$4,000 clothing allowance, \$35,000 professional services (attorney, financial consultants) and \$18,000 professional services (yearly physicals, random drug) totaling \$157,000. Board Member Klondaris made a motion to approve the Line 2 cuts as presented; seconded by Board Member Nash. No further discussion. All members present were in favor. (Documentation attached to Minutes).

UNFINISHED BUSINESS –

NEW BUSINESS –

INMAR RESCUE BOAT – SUPPORT TO PURCHASE – Fire Chief Wilson brought before the Board information and recommendation to purchase an INMAR rescue boat. Chief Wilson indicated both the dive team and technical rescue team has brought to him the need for this boat. The rescue boat would replace the metal Jon boat with the recommendation that the Jon boat go to the Parks Department. The boat would be attached to the dive and confined space rescue unit housed at Station 1. Chief Wilson indicated that the Warsaw dive team would use this boat in conjunction with carrying divers from the pier or shore out to the location of where the individual was last observed and be a part of a three-boat team. Mayor Thallemer indicated he would like to table the approval to purchase for at least one month to get further information from the dive team in regards to the local needs. Mayor Thallemer entertained a motion to table the purchase of the INMAR rescue boat. Board Member Klondaris made a motion to table; seconded by Board Member Nash. All members present were in favor. No further discussion. Motion is tabled.

PRO-AIR, INC. SERVICE AGREEMENT - Chief Wilson noted this service agreement is in conjunction with the police department's service agreement and has been approved at the last Board of Works meeting. Mayor Thallemer entertained a motion to approve the agreement. Board Member Klondaris made a motion to approve; seconded by Board Member Nash. No further discussion or questions. All members present were in favor. Passed 3-0.

COTTAGE WATCHMAN SECURITY SYSTEMS AGREEMENT FOR STATION 3 - Chief Wilson noted that a fire suppression system was installed at Station 3 which requires installation of a monitoring system. Chief Wilson indicated he checked with the company that did the install and with a local vendor, Cottage Watchman Security Systems, and Cottage Watchman provided a better price. If approved, this Agreement will go to the Board of Works on Friday, November 16th. Board Member Klondaris made a motion to approve; seconded by Board member Nash. No further discussion. All members present were in favor. Passed 3-0.

SAFE HAVEN BABY BOX - Mayor Thallemer stated he had been approached by a group to find a location at one of the fire stations for a Safe Haven Baby Box. According to Mayor Thallemer, several have been installed in the State of Indiana. The group that presented the request to Mayor Thallemer has raised the necessary funds and there is no cost to the City of Warsaw. Mayor Thallemer raised the question as to the best location to install the baby box. Fire Chief Wilson indicated it is his and the Battalion Chiefs' recommendation to install the baby box in the west wall at Station 2 on Center Street. Chief Wilson noted that an alarm system is built into the box and it would be Chief Wilson's recommendation that the notification goes to Central Dispatch.

Fire Territory Attorney Grossnickle indicated through a state statute fire departments can be immune from civil liability, under certain stipulations, for an act or omission relating to the operation of the device unless the act or omission constitutes gross negligence or willful conduct. The following stipulations would apply: located at a fire department staffed by an emergency medical service provider 24/7, located in a conspicuous area visible to staff, and includes a dual alarm system that is tested once a month to insure the alarm system is in proper working order. Chief Wilson indicated department members are Advanced EMT's and location of the box would be in the day room which would be visible to staff at all times. Chief Wilson also indicated testing the alarm system could be included in the weekly equipment check protocol.

Mayor Thallemer questioned if it would be useful to have an MOU that spells out the expectations as to who is responsible for testing the alarm system and making sure it is operational. Mayor Thallemer asked if there was a maintenance agreement that is part of the \$10,000 installation cost. Chief Wilson feels the responsibility of maintaining the alarm system would fall back on the fire department. Mayor Thallemer asked for input from the Board Members to give their recommendation on the box location today and before a final decision would be made recommends the group that approached Mayor Thallemer attend a board meeting before the unit is installed to give their expectations of us and our expectations of them. Mayor Thallemer entertained a motion for approval of the baby box location at Station 2 and willingness to move forward with this project subject to an agreement that spells out the rights and responsibilities. Board Member Klondaris made a motion to approve; seconded by Board Member Nash. No further discussion or questions. All members present were in favor. Passed 3-0. Chief Wilson will contact the group and have them contact the Mayor's Office with a contract/agreement prior to the December 4th meeting. (Documentation attached to Minutes).

TRAVEL REQUESTS –

Chief Wilson gave a brief overview of the travel request presented for approval. Mayor Thallemer entertained a motion to approve. Board Member Nash made a motion to approve;

seconded by Board Member Klondaris. No further discussion. All members present were in favor. (Documentation attached to Minutes).

OTHER MATTERS THAT MAY COME BEFORE THE BOARD –

The January 2019 meeting has been changed from Tuesday, January 1st to Wednesday, January 2nd, City Council Chambers, 4:00 p.m.

Fire Territory Board Member Joe Streeter was in attendance today as a visitor. Joe has moved out of Wayne Township and is ineligible as a Fire Territory Board Member. Joe filled the fifth position on the Board agreed upon by both the provider unit and participating unit. Mayor Thallemer indicated he will speak with Sheila and her predecessor and, as a Board, come to an agreement on Joe's replacement by the next Fire Territory Board meeting on December 4th. Joe's replacement will also need to agree to serve for the calendar year 2019.

MEETING REVIEW –

NO ITEMS CARRIED FORWARD

NO VISITORS' QUESTIONS AND COMMENTS

A list of today's guests is attached.

ADJOURNMENT –

Mayor Thallemer entertained a motion to adjourn. Board Member Klondaris made the motion to adjourn; seconded by Board Member Nash. All members present were in favor.

ATTEST:

Shirley Fetrow, Recording Secretary

Sheila Burner, Board Member

Mike Klondaris, Board Member

Gordon Nash, Board Member

Joseph Streeter, Board Member

Dr. Joseph Thallemer, Board Member