

BOARD OF WARSAW-WAYNE TOWNSHIP FIRE PROTECTION TERRITORY

July 6, 2010

4:00 P.M.

REGULAR SESSION

The Board of Warsaw-Wayne Township Fire Protection Territory met on Tuesday, July 6, 2010 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 Michael Reed, Sheila Burner, Joseph Streeter, George Clemens and Ernest Wiggins. Also present Recording Secretary Shirley Fetrow, and Fire Chief Mike Rice

ABSENT: None.

Mayor Wiggins called the meeting to order. The Pledge of Allegiance and a Moment of Silence followed. A quorum was noted with all Board members present.

**MINUTES –**

Board Member Reed made a motion to approve the June 1, 2010 Executive Session and Regular Session Minutes as well as the June 14, 2010 Executive Session and Special Session Minutes; seconded by Board Member Streeter. No further discussion. All were in favor. Motion carried.

**RECOGNITION OF VISITORS –**

Mayor Wiggins recognized city employees in attendance.

**REPORTS / ORAL & WRITTEN COMMUNICATIONS –**

**FIRE DEPARTMENT MONTHLY REPORT FOR MAY 2010** – Chief Rice stated that Fire Marshal Wilson tracked the false alarms in June. That information was not available for the July packets. (Documentation attached to Minutes).

**FIRE DEPARTMENT EXPENDITURES REPORT FOR MAY 2010** – To date, according to Chief Rice, utility, gas and diesel expenses are in line with the budget. The first installment of the Volunteers contract was made in the amount of \$17,500. (Documentation attached to Minutes).

**NOVEMBER 2<sup>ND</sup> BOARD MEETING LOCATION** – The November 2<sup>nd</sup> Territory Board meeting has been changed to the training room at the Warsaw Police Department.

**UPDATE ON NEW FIRE STATION LOCATION** – Chief Rice distributed information on three properties south of Warsaw as possible locations for Station #3. Location #1 is located at 1482 W CR 200 South; location #2 is located at 1241 W CR 200 South and Location #3 is located on two lots at Chickadee Lane in Eagle Crest Division. Location #3 would require housing addition by-law changes. Discussion followed. Board Member Streeter made a motion to proceed with obtaining two appraisals once the housing addition by-laws have been revised, and acquire three lots instead of two; seconded by Board Member Clemens. No further discussion. All members were in favor. (Documentation attached to Minutes).

**UNFINISHED BUSINESS –**

**RESPIRATORY PROTECTION PLAN** – Chief Rice asked for the Board's approval or disapproval of the Respiratory Protection Plan presented at the June 1, 2010 Territory Board Meeting. Mayor

Wiggins made a motion to approve the Plan; seconded by Board Member Streeter. No further discussion. All members were in favor.

**NEW HIRE REQUEST** – Chief Rice presented a revised New Hire Request asking permission to hire one Firefighter, one Training Officer and one part-time Administrative Assistant. Approval by the Territory Board would provide a recommendation to the Board of Works to allow the hiring process to begin. A Motion was made by Board Member Streeter; seconded by Board Member Reed. No further discussion. All members were in favor. (Documentation attached to Minutes).

**NEW BUSINESS –**

**KOSCISUKO COUNTY CONVENTION & VISITOR COMMISSION GRANT WITHDRAW** – Chief Rice indicated that the grant application has been withdrawn due to advertising stipulations. (Documentation attached to Minutes).

**FIRE EXTINGUISHER TRAINING** – Chief Rice stated that for many years the fire department has provided on-site fire extinguisher training for businesses consisting of a video, lecture and live-burn pan fires. Due to liability issues, the insurance company will no longer allow live-burn pan fires on business properties. Live-burn pan fires for businesses will only be allowed at the fire department’s training facility. The department will continue to provide a video and lecture on-site at the request of the business. (Documentation attached to Minutes).

**PERMISSION TO OBTAIN QUOTES FOR 2 UTILITY VEHICLES** – The 2010 budget reflects the replacement of two utility vehicles at a cost of \$45,000. Chief Rice asked Board permission to obtain quotes. Mayor Wiggins made a motion to obtain quotes, with the purchase subject to the approval of both the Wayne Township Board and Warsaw City Board; seconded by Board Member Clemens. All members were in favor.

**2011 BUDGETS AND REVENUE** – Chief Rice presented the 2011 budgets and Revenue for the Pension Fund, Equipment Replacement Fund and Operating Fund. Discussion followed. Chief Rice indicated that the budgets require his signature before submission to the City Clerk’s Office, and asked for the Board’s permission to sign the budgets. Board Member Reed made the motion for approval; seconded by Board Member Clemens. (Documentation attached to Minutes).

**FATAL FIRE UPDATE** – Fire Marshal Wilson gave an update on the fatal fire that occurred in June.

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. All 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