

BOARD OF WARSAW-WAYNE TOWNSHIP FIRE PROTECTION TERRITORY

August 2, 2011

4:00 P.M.

REGULAR SESSION

The Board of Warsaw-Wayne Township Fire Protection Territory met on Tuesday, August 2, 2011 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, Sheila Burner, Michael Reed, George Clemens and Mayor Ernie Wiggins. Also present Recording Secretary Shirley Fetrow, Chief Mike Rice and Attorney David Cates

Absent: None

Mayor Ernie Wiggins called the meeting to order. The Pledge of Allegiance and a Moment of Silence followed. A quorum was noted.

MINUTES –

Board Member Reed made a motion to approve the July 5, 2011 Minutes; seconded by Board Member Streeter. No further discussion. All were in favor. Motion carried.

RECOGNITION OF VISITORS –

REPORTS / ORAL & WRITTEN COMMUNICATIONS –

MONTHLY REPORT – JUNE 2011 – Chief Rice indicated false alarms were up slightly due to construction at the hospital and new tenants and maintenance person at Courts of Colfax. Chief Rice stated the rescue and medical assist runs fluctuate between 43% and 56% of total runs. (Documentation attached to Minutes).

EXPENDITURES REPORT – JUNE 2011 – No discussion took place. (Documentation attached to Minutes).

UPDATE ON NEW FIRE STATION – Chief Rice indicated that City Attorney Valentine has put together an agreement for the easement and has forwarded it to Territory Attorney Cates for review. Attorney Cates stated he has no objections to the agreement; it is a standard easement that provides for additional access area for the construction and maintenance and maintains the right in perpetuity for and on behalf of the City and Fire Territory. Chief Rice recapped the two alternate options for the sanitary sewer, one going along the property of WCC at an estimated cost of \$90,000 and the 130-foot easement across Mr. Custer's property at an expense of approximately \$20,000.

UMBAUGH & ASSOCIATES CONTRACT – Mayor Wiggins noted that the contract was tabled at the Board of Works meeting.

2012 BUDGET – Chief Rice provided an updated 2012 budget. At the direction of City Hall, an additional \$1,000 was added to appropriation 777-39 for Employment Law/Miscellaneous Training after the Fire Territory Board received the budget information. Board Member Streeter made a motion to approve the updated budget; seconded by Board Member Clemens. No further discussion. All members were in favor. (Documentation attached to Minutes).

2011 BUDGET – 1782 REDUCTION NOTICE – Chief Rice stated the Clerk-Treasurer's Office recently reduced the 2011 fire operating budget \$46,970 and the equipment replacement budget \$22,020 in order to comply with the 1782 Notice received in 2010. (Documentation attached to Minutes).

UNFINISHED BUSINESS –

PERMISSION TO OBTAIN QUOTES – Chief Rice indicated this request is to start the process of replacing Rescue 2. Rescue 2 is the primary rescue truck that responds to all automobile accidents in our territory. Chief Rice noted that the purchase is an 8-month process at a cost of \$250,000 to \$500,000 depending on the make, model, type of chassis and emission control guidelines. Chief Rice stated that the Truck Committee is responsible for assessing the needs and determining the specs and will report their progress to the Territory Board on a monthly basis. After a short discussion, Chief Rice agreed that his request was to obtain permission to proceed with the specs and not to obtain quotes at this time. Mayor Wiggins indicated that until the Territory Board grants permission to obtain quotes, no Board of Works action is needed. Board Member Reed made a motion granting permission to move ahead with the specs; seconded by Mayor Wiggins. No further discussion. All members were in favor. (Documentation attached to Minutes).

NEW BUSINESS-

MARK ROTHSTEIN’S WORLD OF ROPE JUMPING AGREEMENT–According to Administrative Assistant Fetrow, Play It Safe Family Safety Day has received a \$3,000 sponsorship from the K21 Health Foundation, and would like to enter into an Agreement for services. Mr. Rothstein promotes healthy lifestyles for kids through fun, interactive rope jumping. A motion was made by Board Member Streeter accepting the Agreement; seconded by Board Member Burner. All members were in favor. (Documentation attached to Minutes).

KOSCIUSKO REMC OPERATION ROUND UP GRANT – Administrative Assistant Fetrow stated that application was made for a KREMC Operation Round Up Grant for Play It Safe Family Safety Day, and the grant request was awarded in the amount of \$2,000. Chief Rice asked for approval to accept the grant. Mayor Wiggins made a motion to accept; seconded by Board Member Burner. No further discussion. All members were in favor. (Documentation attached to Minutes).

TRAVEL REQUESTS –

Chief Rice presented the following travel requests: (1) Ethanol Safety Seminar, (2) Play Safe! Be Safe! Workshop, and (3) Symposium in the Sun 2011. Chief Rice asked permission to attend the Symposium in the Sun 2011 Conference. He stated the conference focuses on issues and operations of combination fire departments. Board Members asked Chief Rice to provide more information on the conference at next month’s meeting before any action would be taken. In addition, Board members asked Chief Rice to provide additional travel information hereafter on requests of higher value. Mayor Wiggins made a motion to approve requests #1 and #2 as listed on the Agenda and not the Symposium in the Sun 2011 Conference; seconded by Board Member Reed. No further discussion. All members were in favor. (Documentation attached to Minutes).

OTHER MATTERS THAT MAY COME BEFORE THE BOARD –

NORTH POINTE CINEMAS - Chief Rice provided information to the Board in reference to an incident at North Pointe Cinemas last Friday evening. The Cinema has been having problems with the fire alarm system, and a smoke detector tripped the system after an employee, taking a smoking break, re-entered the building. The manager, unable to silence the alarm, pulled the fire alarm system wiring out disabling the system. According to State Code, the fire department had two options: (1) close the theatre, or (2) provide fire watch. Fire watch is a uniformed firefighter with the minimum mandatory training stationed at the business every hour the business is open. One firefighter is required for every 500 occupants. Chief Rice indicated that the decision was made to provide fire watch instead of closing the theatre down. By State law, North Pointe is required to pay the firefighters providing the fire watch. Firefighters have included off-duty, on-duty and volunteers. It is anticipated the fire watch will continue through tomorrow, August 3rd.

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

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

ATTEST:

Shirley Fetrow, Recording Secretary

Sheila Burner, Board Member

George Clemens, Board Member

Michael Reed, Board Member

Joseph Streeter, Board Member

Ernest Wiggins, Board Member