

BOARD OF WARSAW-WAYNE TOWNSHIP FIRE PROTECTION TERRITORY
January 5, 2016
4:00 P.M.
REGULAR SESSION

The Board of Warsaw-Wayne Township Fire Protection Territory met on Tuesday, January 5, 2016 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 Mike Klondaris, Gordon Nash, Sheila Burner and Joe Streeter. Also present Fire Territory Attorney Andrew Grossnickle and Recording Secretary Shirley Fetrow

Absent: Fire Chief Michael Wilson

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

OATH OF OFFICE – Mayor Thallemer performed the Oath of Office for Board Members Mike Klondaris, Gordon Nash, Sheila Burner and Joe Streeter.

MINUTES –

After no additions or corrections were noted, Board Member Streeter made a motion to accept the December 8, 2015 Minutes as written; seconded by Board Member Burner. No further discussion. All members present were in favor.

RECOGNITION OF VISITORS –

Mayor Thallemer noted no visitors were in attendance to recognize.

REPORTS / ORAL & WRITTEN COMMUNICATIONS –

MONTHLY ACTIVITY REPORT – NOVEMBER 2015 – In the absence of Fire Chief Wilson, Mayor Thallemer summarized the monthly activity report for November. Recording Secretary Fetrow distributed the 2015 Year in Review. This report is a compilation of the department's activities for 2015. (Documentation attached to Minutes).

MONTHLY EXPENDITURE REPORT – NOVEMBER 2015 – In the absence of Fire Chief Wilson, Mayor Thallemer and the Board Members reviewed the operating fund expenses and noted monthly expenses such as fuel, repairs and the recent expenditures for the two tornado sirens. Mayor Thallemer entertained a motion to approve the November operating fund expenditures as presented. Board Member Burner made a motion to approve; seconded by Board Member Nash. No further discussion. All members present were in favor. Mayor Thallemer and the Board Members also reviewed the equipment replacement fund expenses. After a brief discussion, Mayor Thallemer entertained a motion to approve. Board Member Nash made a motion to approve; seconded by Board Member Streeter. (Documentation attached to Minutes).

UNFINISHED BUSINESS –

NEW BUSINESS –

APPOINTMENT OF RECORDING SECRETARY – Mayor Thallemer entertained a motion to appoint Shirley Fetrow as the Recording Secretary for 2016. Board Member Burner made the

motion; seconded by Board Member Nash. No further discussion. All members present were in favor.

GREEN & GROSSNICKLE, L.L.P. FEE AGREEMENT/EMPLOYMENT LETTER 2016 – Mayor Thallemer noted that the Agreement/Employment Letter as presented has not changed for 2016. The rate and retainer fee has remained the same. No questions were raised. Mayor Thallemer entertained a motion to accept the Agreement. Board Member Streeter made a motion to accept the Agreement; seconded by Board Member Burner. No further discussion. All members present were in favor. (Documentation attached to Minutes).

KATHERINE MORRISROE PROPOSAL – Mayor Thallemer indicated the proposal was approved at the January 4th Board of Works meeting. Katherine is a Grace College student who will redesign the K-1 activity book. Mayor Thallemer entertained a motion to approve. Board Member Streeter made a motion to approve; seconded by Board Member Nash. No further discussion. All members present were in favor. (Documentation attached to Minutes).

TIME LINE FOR RESCUE TRUCK – Mayor Thallemer read the time line for the new rescue truck. He indicated that the ad has been run to open the bidding process. The bids will be opened at the March 4th Board of Works meeting. Recording Secretary Fetrow noted that the Fire Territory Board meeting scheduled for Tuesday, April 5th needed to be changed to Tuesday, March 29th in order to bring the opened bids to the Fire Territory Board for review/approval prior to the awarding of the bid at the April 1st Board of Works meeting. Mayor Thallemer entertained a consensus to change the meeting date from April 5th to March 29th at 4:00 p.m. Board Member Streeter so moved.

FEMA ASSISTANCE TO FIREFIGHTERS GRANT (AFG) FOR COMMUNICATIONS EQUIPMENT – PERMISSION TO APPLY – Mayor Thallemer noted the permission to apply was presented and approved at the Board of Works on January 4th. Mayor Thallemer explained this grant is to apply for the purchase of thirty-three P25 radios that will provide both VHF and 800 signal communication on one radio. The grant is a 90%/10% split. The fire department's portion would be \$2,200. Mayor Thallemer entertained a motion to approve the permission to apply. Board Member Nash made a motion to apply; seconded by Board Member Klondaris. No further discussion. All members present were in favor. (Documentation attached to Minutes).

TRAVEL REQUESTS –

- 1. 1/22/16 – 1/25/16 – National Fire Academy – Incident Management Curriculum – Travis Rowland, Brent Fifer**
Recording Secretary Fetrow indicated they are waiting to hear back from the National Fire Academy on the acceptance of the applications.
- 2. 1/27/16 – 2/1/16 – International Critical Incident Stress Foundation – Michael Wilson**
Mayor Thallemer indicated this is training for Chief Wilson to help his department handle incident stress. Police Department personnel will also be attending.

Mayor Thallemer entertained a motion to approve the travel requests. Board Member Klondaris made a motion to approve; seconded by Board Member Nash. No further discussion. All members present were in favor.

OTHER MATTERS THAT MAY COME BEFORE THE BOARD –

MEETING REVIEW –

NO ITEMS CARRIED FORWARD

NO VISITORS' QUESTIONS AND COMMENTS

ADJOURNMENT –

Mayor Thallemer entertained a motion to adjourn. Board Member Burner made a motion to adjourn; seconded by Board Member Streeter.

A list of today's guests is attached to the Minutes.

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