

BOARD OF WARSAW-WAYNE TOWNSHIP FIRE PROTECTION TERRITORY

September 3, 2019

4:00 P.M.

REGULAR SESSION

The Board of Warsaw-Wayne Township Fire Protection Territory met on Tuesday, September 3, 2019 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, Gordon Nash and Jeanie Stackhouse. Also present Fire Chief Michael Wilson, Fire Territory Attorney Andrew Grossnickle and Recording Secretary Shirley Fetrow

ABSENT: Board Member Brandon Schmitt

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

Mayor Thallemer noted a quorum.

MINUTES –

After no additions or corrections were noted, Mayor Thallemer entertained a motion to approve the August 6, 2019 Minutes as written. Board Member Klondaris made a motion to approve as written; seconded by Board Member Stackhouse. No further discussion. All members present were in favor.

RECOGNITION OF VISITORS –

Mayor Thallemer welcomed the visitors in attendance.

REPORTS / ORAL & WRITTEN COMMUNICATIONS –

MONTHLY RESPONSE REPORT – JULY 2019 – Chief Wilson summarized the monthly response report for July 2019. In this report, Chief Wilson also included a monthly response report provided by Lutheran EMS. Tony Doyle, Lutheran EMS, was present and summarized Lutheran's report. (Documentation attached to Minutes).

MONTHLY EXPENDITURE REPORTS – JULY 2019 – Chief Wilson summarized the Operating Fund (Fund 103) monthly expenditure report for July 2019. Mayor Thallemer entertained a motion to approve the expenditures. 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).

Chief Wilson summarized the Equipment Replacement Fund (Fund 410) monthly expenditure report for July 2019. Board Member Stackhouse made a motion to approve the expenditures; seconded by Board Member Klondaris. No further discussion. All members present were in favor. (Documentation attached to Minutes).

Mayor Thallemer noted there was no activity in the City Capital Projects Fund (Fund 406) and no approval was needed.

FAMILY SAFETY DAY – A Family Safety Day flyer was distributed to the Fire Territory Board Members. The event is sponsored by the fire department and will take place on Saturday, September 7th. Recording Secretary Fetrow gave a brief overview of some of the activities and invited the Fire Territory Board Members to attend. (Documentation attached to Minutes).

UNFINISHED BUSINESS –

NEW BUSINESS –

COTTAGE WATCHMAN – STATION 2 ALARM SYSTEM AGREEMENT – Chief Wilson presented for Fire Territory Board approval an Agreement with Cottage Watchman for installation and maintenance of a smoke detection system, heat detection system and monitoring system for the newly installed Baby Box at Station 2. If approved, the Agreement will go before the Board of Works on September 6, 2019. Board Member Klondaris made a motion to approve the Agreement; seconded by Board Member Nash. No further discussion. All members present were in favor. (Documentation attached to Minutes).

CUMMINS SALES & SERVICE – STATION 3 GENERATOR MAINTENANCE AGREEMENT – Chief Wilson indicated Station 3 has been in service for one year and it is time to set up a maintenance program for the generator unit. This Agreement will put the unit on the same schedule as the units at Station 1, Station 2 and the Warsaw Police Department. This Agreement was presented and approved at the Board of Works in April. Board Member Klondaris made a motion to approve the Agreement; seconded by Board Member Stackhouse. No further discussion. All members present were in favor. (Documentation attached to Minutes).

STATION 2 ARCHITECTURAL & ENGINEERING SERVICES PROPOSAL – Mayor Thallemer indicated Station 2 is an older, metal building with rusting and settling issues. Discussions have taken place to contract with an architectural firm, Design Collaborative, in order to get a comprehensive idea on what it will take to rework or replace the issues. Chief Wilson presented a three-phase proposal asking for approval of Phase I – Schematic Design. Total cost for Phase 1 is \$21,172 with an 8-week completion period. Chief Wilson indicated James Emans, City of Warsaw Engineer, has read the proposal and is in agreement moving ahead with Phase 1. If approved, the proposal will go before the Board of Works on September 6, 2019. Mayor Thallemer entertained a motion to approve Phase 1 of the proposal. Board Member Klondaris made a motion to approve; seconded by Board Member Nash. All members present were in favor. (Documentation attached to Minutes).

TRAVEL REQUESTS – Chief Wilson presented one travel request. No questions were raised. Board Member Klondaris made a motion to approve; seconded by Board Member Stackhouse and Board Member Nash. No further discussion. All members present were in favor. (Documentation attached to Minutes).

OTHER MATTERS THAT MAY COME BEFORE THE BOARD –

Board Member Klondaris raised the question as to whether members of the department will be deployed for Hurricane Dorian. Chief Wilson indicated that Task Force 1 (Indianapolis area) has been called; our district is co-rostering to see who is available if needed and has unofficially been asked to be on standby.

MEETING REVIEW –

NO ITEMS CARRIED FORWARD

A list of today's guests is attached.

ADJOURNMENT –

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

ATTEST:

Shirley Fetrow, Recording Secretary

Jeanie Stackhouse, Board Member

Mike Klondaris, Board Member

Gordon Nash, Board Member

Brandon Schmitt, Board Member

Dr. Joseph Thallemer, Board Member