

BOARD OF WARSAW-WAYNE TOWNSHIP FIRE PROTECTION TERRITORY

March 7, 2023

4:00 PM

REGULAR SESSION

The Board of Warsaw-Wayne Township Fire Protection Territory met on Tuesday, March 7, 2023 at 4:00 PM in the City Hall Council Chambers. The following persons were noted as present or absent:

PRESENT: Mayor Joseph Thallemer, Board Members Gordon Nash, Jeanie Stackhouse, Mike Klonardis and Brandon Schmitt, Fire Territory Attorney Andrew Grossnickle and Recording Secretary Shirley Fetrow

ABSENT: None

Mayor Thallemer called the meeting to order. A moment of silence followed the Pledge of Allegiance.

Mayor Thallemer acknowledged a quorum.

**MINUTES –**

After no additions or corrections were noted, Mayor Thallemer entertained a motion to approve the February 7, 2023 Minutes as written. Board Member Schmitt made the motion; seconded by Board Member Nash. No further discussion. All Members present were in favor. (Documentation attached to Minutes).

**RECOGNITION OF VISITORS –**

**REPORTS / ORAL & WRITTEN COMMUNICATIONS –**

**MONTHLY RESPONSE REPORTS – JANUARY 2023** – Alicia Mediano provided Lutheran EMS' January 2023 monthly response report. Battalion Chief Mike Brubaker, interim administrative Fire Chief, summarized the Fire Territory's January 2023 monthly response report. (Documentation attached to Minutes).

**MONTHLY EXPENDITURE REPORTS – JANUARY 2023** – Battalion Chief Brubaker summarized the Operating Fund (Fund 2243) report for January 2023. After no questions were raised, Board Member Schmitt made a motion to approve; seconded by Board Member Stackhouse. No further discussion. All members present were in favor. (Documentation attached to Minutes).

Battalion Chief Brubaker summarized the Equipment Replacement Fund (Fund 4410) report for January 2023. After no questions were raised, Board Member Nash made a motion to approve; seconded by Board Member Schmitt. No further discussion. All members present were in favor. (Documentation attached to Minutes).

**UNFINISHED BUSINESS** - No unfinished business.

**NEW BUSINESS –**

**KOSCIUSKO COUNTY COMMUNITY FOUNDATION – KREMC OPERATION ROUND UP GRANT – PERMISSION TO APPLY** – Firefighter Miles Waters brought before the Board permission to apply for a grant through the Kosciusko County Community Foundation – KREMC Operation Round Up Grant. This grant would be for the purchase of eight (8) handheld thermal imaging cameras. This would allow eight shift members on any given day a thermal imaging camera for their use. These cameras are needed for seeing victims and exits through smoke during search

and rescue, measuring temperatures and locating hidden fires and heat sources. The grant request is \$3,000.00 with the balance of approximately \$1,271.92 paid by the Fire Territory. Mayor Thallemer entertained a motion to approve. Board Member Klondaris made the motion; seconded by Board Member Nash. No further discussion. All members present were in favor. (Documentation attached to Minutes).

**STATE OF INDIANA OPIOID SETTLEMENT MATCH GRANT – PERMISSION TO APPLY** – EMS Chief Fancil brought before the Board permission to apply for the State of Indiana Opioid Settlement Match Grant. Chief Fancil noted that the application window was a two-week period and due to the short timeline, he is asking for permission to apply after the application has been submitted. Permission to apply was approved at the March 3, 2023 Board of Works. The purpose of the grant funds would be to expand the CARES Program for education, resource development and extended services. After no questions were raised, Mayor Thallemer entertained a motion to approve. Board Member Schmitt made the motion; seconded by Board Member Klondaris. No further discussion. All members present were in favor. (Documentation attached to Minutes).

**1EIGHTY DIGITAL, LLC PROFESSIONAL SERVICES CONTRACT – APPROVAL TO ENTER INTO AGREEMENT** – EMS Chief Fancil presented a contract with 1Eighty Digital, LLC to begin the design and execution of the resource website and phone app for the CARES Program. This website will be paid for through the \$7,500.00 Kosciusko County Community Foundation Grant recently awarded. The quote came back at \$7,800.00 with a \$50.00 monthly maintenance fee. EMS Chief Fancil asked for permission to proceed with the contract. Due to time restraints, the contract was approved and signed at the March 3, 2023 Board of Works. Mayor Thallemer entertained a motion to approve the contract. Board Member Nash made a motion; seconded by Board Member Stackhouse. No further discussion. All members present were in favor. (Documentation attached to Minutes).

**FEMA – FIRE PREVENTION AND SAFETY (FP&S) GRANT – PERMISSION TO APPLY** – EMS Chief Fancil brought before the Board information on a Federal Grant opportunity that recently became available. This grant is through the Assistance to Firefighter Grant Program, specifically the Fire Prevention and Safety (FP&S) Grant. The focus is on public safety and education. The Public Education Committee, through EMS Chief Fancil, is asking permission to apply for this grant. The grant would be used for the replacement of the Save-A-Life trailer that has been in use by the County fire departments for over 30 years. It has been a great resource for Kosciusko County but is in need of replacement. EMS Chief Fancil walked in the permission request due to the short application period that opened February 27, 2023 and closes March 31, 2023. The Grant requires a 5% match; however, resources are available for the match. Board Member Klondaris made a motion to approve permission to apply; seconded by Board Member Schmitt. No further discussion. All members present were in favor. (Documentation attached to Minutes).

**TRAVEL REQUESTS** – Battalion Chief Brubaker noted that three members will be attending the Fire Inspectors Assoc. of Indiana Conference and Karen Smith will be attending a one-day conference on Child Passenger Safety on School Buses. Board Member Klondaris made a motion to approve the travel requests; seconded by Board Member Nash. No further discussion. All members present were in favor. (Documentation attached to Minutes).

#### **OTHER MATTERS THAT MAY COME BEFORE THE BOARD –**

#### **MEETING REVIEW –**

NO ITEMS CARRIED FORWARD

A list of today's guests is attached.

**ADJOURNMENT –**

Board Member Schmitt made a motion to adjourn; seconded by Board Member Nash. All members present were in favor.

**ATTEST:**

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Shirley Fetrow, Recording Secretary

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Jeanie Stackhouse, Board Member

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Mike Klondaris, Board Member

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Gordon Nash, Board Member

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Brandon Schmitt, Board Member

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Dr. Joseph Thallemer, Board Member