

BOARD OF WARSAW-WAYNE TOWNSHIP FIRE PROTECTION TERRITORY

April 4, 2023

4:00 PM

REGULAR SESSION

The Board of Warsaw-Wayne Township Fire Protection Territory met on Tuesday, April 4, 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 Klondaris 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 March 7, 2023 Minutes as written. Board Member Schmitt made the motion; seconded by Board Member Stackhouse. No further discussion. All Members present were in favor. (Documentation attached to Minutes).

**RECOGNITION OF VISITORS –** Mayor Thallemer recognized former Fire Chief Michael Wilson and newly appointed Fire Chief Brian Mayo in attendance. Fire Chief Mayo was introduced and approved at the Common Council Board Meeting April 3, 2023.

**REPORTS / ORAL & WRITTEN COMMUNICATIONS –**

**MONTHLY RESPONSE REPORTS – FEBRUARY 2023** – Alicia Mediano provided Lutheran EMS' February 2023 monthly response report. Alicia informed the Board Members that Lutheran EMS currently has six staff members in Paramedic school. Battalion Chief Mike Brubaker, interim administrative Fire Chief, summarized the Fire Territory's February 2023 monthly response report. EMS Chief Chris Fancil spoke briefly on the CARES Program and how the responses are coded in Emergency Reporting. Board Members asked if Mikaela Bixler, CARES Coordinator, could attend a Board meeting providing an updated report on the CARES Program. (Documentation attached to Minutes).

**MONTHLY EXPENDITURE REPORTS – FEBRUARY 2023** – Battalion Chief Brubaker summarized the Operating Fund (Fund 2243) report for February 2023. After no questions were raised, Board Member Klondaris made a motion to approve; seconded by Board Member Nash. 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 February 2023. After no questions were raised, Board Member Klondaris 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 –**

**APPROVAL TO APPOINT NEW FIRE CHIEF – BRIAN MAYO** – Mayor Thallemer indicated that the State Statute states if the Fire Chief candidate has not been employed five years in the current department, approval is required by the Council to become Fire Chief. Since Chief Mayo came from an outside department, approval was given, by way of a resolution, at the April 3, 2023 Common Council meeting and passed 7-0. Mayor Thallemer asked for Fire Territory Board approval once Denny Harlan, HR Director, and Chief Mayo spoke. After no questions were raised, Mayor Thallemer entertained a motion to approve Brian Mayo as Fire Chief. Board Member Schmitt made the motion; seconded by Board Member Nash. No further discussion. All members present were in favor.

**OATH OF OFFICE** – Mayor Thallemer administered the Oath of Office to Fire Chief Brian Mayo. (Documentation attached to Minutes).

**TRAVEL REQUESTS** – Battalion Chief Brubaker noted there were no overnight requests. After a brief overview, Mayor Thallemer entertained a motion to approve the travel requests as presented. Board Member Nash made a motion; seconded by Board Member Stackhouse. 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:**

\_\_\_\_\_  
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