

BOARD OF WARSAW-WAYNE TOWNSHIP FIRE PROTECTION TERRITORY  
November 6, 2012  
4:00 P.M.  
REGULAR SESSION

The Board of Warsaw-Wayne Township Fire Protection Territory met on Tuesday, November 6, 2012 at 4:00 P.M. in the meeting room at the Warsaw Police Department. The following persons were noted as present or absent:

PRESENT: Mayor Joseph Thallemer, Board Members Shelia Burner, Joseph Streeter, Michael Reed and Diane Quance. Also present Fire Territory Attorney David Cates, Fire Chief Mike Brubaker and Recording Secretary Shirley Fetrow

Absent: None

Mayor Thallemer called the meeting to order. The Pledge of Allegiance and a Moment of Silence followed.

**MINUTES -**

Board Member Quance made a motion to approve the October 2, 2012 Minutes as presented; seconded by Board Member Streeter. All members were in favor.

**RECOGNITION OF VISITORS -**

No visitors were present.

**REPORTS / ORAL & WRITTEN COMMUNICATIONS -**

**MONTHLY REPORT - SEPTEMBER 2012** - Chief Brubaker summarized the monthly report for September 2012. (Documentation attached to Minutes).

**MONTHLY EXPENDITURE REPORT - SEPTEMBER 2012** - Chief Brubaker summarized the monthly expenditure report for September 2012. (Documentation attached to Minutes).

**LIVE FIRE TRAINING - WARSAW FIRE TRAINING CENTER** - Chief Brubaker noted that the live fire training in October was a success.

**STATION 3 UPDATE** - Chief Brubaker updated the board members regarding the possibility of G & G hauling dirt to the Station 3 property. Chief Brubaker indicated that G & G is still in the waiting process with the other business **and it's possible it will be the first of next year before it's a go.**

**UNFINISHED BUSINESS -**

**NEW BUSINESS -**

**LINE 2 BUDGET CUTS** - Per Mayor Thallemer's request, Chief Brubaker presented Line 2 cuts to reduce the 2012 budget. Chief Brubaker indicated that the \$34,000 cut for architect/engineer fees was money not used for the Station 3 project; the \$367,000 cut in health insurance was possible due to \$97,000 budgeted for run-off when the city went from self-insurance to the IACT group approximately four years ago. That money continued to be budgeted for the past few years. Chief Brubaker also indicated that for the past few years when calculating the health insurance expense for budget purposes, **all fire department members were rated for "family" coverage at the higher rate.** Mayor Thallemer asked for a motion to approve the Line 2 cuts as presented. Board Member Reed made a motion to approve the Line 2 cuts; seconded by Board Member Quance.

All members were in favor. (Documentation attached to Minutes).

**PERMISSION TO PURCHASE SCOTT AIR PAKS** - Chief Brubaker presented a proposal to purchase Scott air paks through Nowak Supply. Chief Brubaker explained to the Board Members that Nowak Supply had a special through the Scott Company that if 50 air paks and 50 bottles were purchased, the department would receive 50 free bottles; a savings of \$31,250.00. If the air paks would be purchased in 2013, there was the possibility the 50 free bottle special would not be available plus a 3% to 4% increase which would be an additional cost of \$39,250.00. For time restraints, Chief Brubaker presented the proposal to the Board of Works on November 2<sup>nd</sup> and the Common Council on November 5<sup>th</sup>. Chief Brubaker stated that the air paks come with a 10-year warranty, 3 years on the electronics and buddy breather system. Board Member Reed made a motion to purchase the air paks; seconded by Board Member Quance. All members were in favor. (Documentation attached to Minutes).

**TRANSFER ORDINANCE 2012-11-04** - Transfer Ordinance 2012-11-04 is for the approval to transfer funds for the purchase of the Scott air paks. Mayor Thallemer indicated that the Common Council approved the transfer on Monday, November 5<sup>th</sup>. The Board of Works approved the purchase of the air paks on Friday, November 2<sup>nd</sup> **contingent upon the Common Council's transfer approval** on November 5<sup>th</sup>. Mayor Thallemer asked for Fire Territory Board approval to transfer the funds. Board Member Reed made a motion to approve the transfer; seconded by Board Member Streeter. All members were in favor. (Documentation attached to Minutes).

**TRANSFER ORDINANCE 2012-11-01** - Chief Brubaker stated that according to State Statute the Fire Territory can transfer 5% of the tax levy to the equipment replacement fund upon approval of the Fire Territory Board, Common Council and Wayne Township Advisory Board. Board Member Streeter made a motion to approve the transfer; seconded by Board Member Reed. All members were in favor. (Documentation attached to Minutes).

**TRANSFER OF FUNDS - 4<sup>TH</sup> QUARTER PENSION** - Mayor Thallemer explained that in the past, the State required PERF contributions be submitted on a quarterly basis; however, effective in October the requirements were changed requiring submission of PERF contributions in conjunction with pay schedules. Since the 4<sup>th</sup> quarter 2011 contributions were paid in January 2012 and the following three quarters for 2012 have been paid, the pension appropriation is short funded. To compensate for this shortfall, \$42,000 has been transferred from Salaries & Wages to PERF. Board Member Reed made a motion to approve the transfer; seconded by Board Member Burner. All members were in favor. (Documentation attached to Minutes).

**WARSAW VOLUNTEER FIRE DEPARTMENT 2013 CONTRACT** - Chief Brubaker presented the 2013 contract. He indicated that in the past the Fire Chief had a lot of authority over the volunteer organization including being in charge of the meetings, managing money, etc. The 2013 contract allows the volunteers to manage their organization with the Fire Chief having ultimate authority at fire scenes and disciplinary issues when actions taken have a negative reflection on the department. Attorney Cates also noted that the contract change creates some separation between the two entities. With regards to the command structure in an emergency situation the Fire Chief is in charge; from an internal working standpoint the responsibility is theirs. Mayor Thallemer entertained the motion to approve the contract. Board Member Quance made a motion to approve the contract; seconded by Board Member Reed. All members were in favor. (Documentation attached to Minutes).

**TRAVEL REQUESTS** - Chief Brubaker briefly summarized the two travel requests submitted. Both travel requests were previously approved by Mayor Thallemer. Mayor Thallemer entertained a motion to acknowledge the travel requests. Board Member Burner made a motion to acknowledge; seconded by Board Member Streeter. All members were in favor. (Documentation attached to Minutes).

**OTHER MATTERS THAT MAY COME BEFORE THE BOARD** - Mayor Thallemer

asked Chief Brubaker for a recap of the fire department members' deployment to assist with Hurricane Sandy. Chief Brubaker explained that the deployment was through District 2's Technical Rescue and Service and Support Group. The request came to the State of Indiana through the State of New Jersey. District 2 sent two ambulances from Multi-Township and one each from South Bend, Walkerton and Culver as well as two fire department members, Aaron Bolinger and Nate Iden. Aaron and Nate went as service and support for the group. Upon arrival, Aaron and Nate worked at the base camp and shelter utilizing their EMS skills. Chief Brubaker also explained that the only upfront expense is wages paid to the members for actual hours worked. District 2 then submits the wage information to the State for reimbursement to the fire territory.

**MEETING REVIEW -**

NO ITEMS CARRIED FORWARD

NO VISITORS' QUESTIONS AND COMMENTS

**ADJOURNMENT -**

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

**ATTEST:**

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Shirley Fetrow, Recording Secretary

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Sheila Burner, Board Member

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Diane Quance, Board Member

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Michael Reed, Board Member

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Joseph Streeter, Board Member

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Dr. Joseph Thallemer, Board Member