

BOARD OF WARSAW-WAYNE TOWNSHIP FIRE PROTECTION TERRITORY
June 3, 2014
4:00 P.M.
REGULAR SESSION

The Board of Warsaw-Wayne Township Fire Protection Territory met on Tuesday, June 3, 2014 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 Diane Quance, Sheila Burner, Gordon Nash and Joe Streeter. Also present Fire Chief Mike Brubaker, Fire Territory Attorney David Cates 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 -

After no additions or corrections were noted, Board Member Quance made a motion to approve the May 13, 2014 Minutes; seconded by Board Member Streeter. All members present were in favor.

RECOGNITION OF VISITORS -

Mayor Thallemer noted that no visitors were in attendance.

REPORTS / ORAL & WRITTEN COMMUNICATIONS -

MONTHLY ACTIVITY REPORT - APRIL 2014 - Chief Brubaker summarized the monthly activity report for April. (Documentation attached to Minutes).

MONTHLY EXPENDITURE REPORT - APRIL 2014 - Chief Brubaker summarized the monthly expenditure report for April. Mayor Thallemer entertained a motion to approve the April expenditures. Board Member Streeter made a motion to approve; seconded by Board Member Nash. All members present were in favor. (Documentation attached to Minutes).

2015 BUDGET TIMELINE - Chief Brubaker indicated he will be meeting with Mayor Thallemer next week to discuss the 2015 budget which is due in the Clerk's Office by June 27th. Chief Brubaker will be presenting the budget to the Fire Territory Board at the July 1st meeting and to the Common Council at the August 18th meeting with adoption at a Special Common Council meeting October 28th. November 3rd is the deadline to adopt the 2015 budget. Chief Brubaker invited members to call or stop by the office to discuss in detail.

FOAM TRAILERS UPDATE - Chief Brubaker stated a test was performed on the 4 foam totes by one of the companies that quoted a price to replace the foam. It was found that the properties were still good and, if needed, the foam could be used. Chief Brubaker also stated he is still looking at replacing some of the foam through grants and other possibilities due to the fact the foam is the wrong type. Even though a shelf life remains, with the new alcohol in today's fuels, the foam is not alcohol resistant. Chief Brubaker noted also that upgrades are being made to the trailers, and that one of the trailers will be housed at the airport.

FIRE APPARATUS DATA TERMINALS - Chief Brubaker stated that currently all of the mapping in the trucks is a stand-alone computer and when streets, hydrant locations, etc. change, each computer is updated with a thumb drive. The Police Department is connected with Dispatch through their OSSI system. Chief Brubaker has been working with Dispatch and the County IT Department to get a cost effective way to connect the

fire department trucks to Dispatch with the capability of AVL's in the trucks. The County IT Department has been working with representatives of Freedom software; software that tags on with the OSSI system and converts the information to a tablet. Chief Brubaker indicated they are looking at sharing the cost with Multi-Township, the County and possibly North Webster Fire and Syracuse Fire if they're interested. Chief Brubaker stated that ISO plays a factor in the department using this type of software. In order to receive maximum points in certain categories for ISO, AVL's are required in the trucks and company inspections are required which also could be utilized through this software.

WACC CO-OP PROGRAM AND INTERNSHIP UPDATE - Chief Brubaker provided to the Board Members a list summarizing the student instructions and expectations. This paper, along with the Agreement, was presented and approved at the May 16th Board of Works. (Documentation attached to Minutes).

UNFINISHED BUSINESS -

STATION 3 - DIRT BID PROCESS TIMELINE - Chief Brubaker stated that the bid notice will go to the newspapers on June 10th for the first advertisement, with the second advertisement on June 17th. The bids will need to be submitted to the City of Warsaw Clerk's Office by 4:00 p.m. July 1st. After 4:01 p.m. at City Hall in the Council Chambers at the Fire Territory Board Meeting, the bids will be opened and taken under advisement. Chief Brubaker will present the bids for acceptance, under the direction of James Emans, at the Board of Works meeting on July 3rd.

NEW BUSINESS -

H. J. Uмбаugh & Associates Agreement - Chief Brubaker walked in a 2014 Agreement to Provide Accounting Support Services. He indicated the fee schedule has not changed from 2013. If approved by the Fire Territory Board, Chief Brubaker will present the Agreement to the Board of Works on June 6th. Mayor Thallemer entertained a motion to approve. Board Member Quance made a motion to approve; seconded by Board Member Burner. No further discussion. All members present were in favor. (Documentation attached to Minutes).

TRAVEL REQUESTS -

6/12/14 - 6/13/14: Youth Fire Setting Prevention and Intervention Specialist Level 1 - Chief Brubaker indicated this is another area ISO looks at during their rating process. It is also important for members of the department to be certified when speaking to youth fire setters. Mayor Thallemer entertained a motion to approve the travel request. Board Member Quance made a motion to approve; 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

NO VISITORS' QUESTIONS AND COMMENTS

ADJOURNMENT -

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

ATTEST:

Shirley Fetrow, Recording Secretary

Sheila Burner, Board Member

Diane Quance, Board Member

Gordon Nash, Board Member

Joseph Streeter, Board Member

Dr. Joseph Thallemer, Board Member