

BOARD OF WARSAW-WAYNE TOWNSHIP FIRE PROTECTION TERRITORY
January 8, 2013
4:00 P.M.
REGULAR SESSION

The Board of Warsaw-Wayne Township Fire Protection Territory met on Tuesday, January 8, 2013 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 Sheila Burner, Joe Streeter, Diane Quance and Gordon Nash. Also present Fire Territory Attorney David Cates, Fire Chief Mike Brubaker and Recording Secretary Shirley Fetrow

Absent: None

Board Member Quance called the meeting to order. The Pledge of Allegiance and a Moment of Silence followed.

FIRE TERRITORY BOARD REORGANIZATION -

Board Member Quance entertained the nomination for a Warsaw-Wayne Fire Territory Board representative from Wayne Township. Board Member Burner nominated Gordon Nash to fill this position. All Board Members were in favor of the nomination.

Board Member Quance noted that the City of Warsaw recommended Board Member Streeter to continue as a member of the Fire Territory Board for 2013. Board Member Streeter accepted the recommendation to serve on the Board for 2013.

Board Member Quance asked Recording Secretary Shirley Fetrow of her interest in retaining the Recording Secretary position for which she accepted. Mayor Thallemer entertained the formal motion to appoint Shirley Fetrow as the Recording Secretary. Board Member Streeter made the motion; seconded by Board Member Burner. All members were in favor.

Board Member Quance noted that the Fire Territory Board has been reorganized for 2013.

OATH OF OFFICE - Mayor Thallemer performed the Oath of Office for Board Members Sheila Burner, Joe Streeter, Diane Quance and Gordon Nash.

Mayor Thallemer noted a quorum with all members present.

MINUTES -

Board Member Quance made a motion to approve the December 4, 2012 Minutes as submitted; seconded by Board Member Burner. All members were in favor.

RECOGNITION OF VISITORS -

Mayor Thallemer recognized Chief Brubaker in attendance.

REPORTS / ORAL & WRITTEN COMMUNICATIONS -

MONTHLY REPORT - NOVEMBER 2012 - Chief Brubaker summarized the monthly report for November 2012. (Documentation attached to Minutes).

MONTHLY EXPENDITURE REPORT - Chief Brubaker noted that no monthly expenditure report was received from City Hall due to the transition to new accounting

software.

2013 BUDGET UPDATE - Mayor Thallemer indicated that the City of Warsaw's ordinances were submitted to the State last evening and an error was made in the Line 1 cut calculations. Due to overestimating the Line 1 cuts, the levy and budget reduction of \$160,000 for the fire territory originally submitted has been reduced to a \$10,000 levy and budget reduction. Mayor Thallemer also indicated that the Equipment Replacement budget will remain as originally submitted. No Line 1 cuts will be made for the air packs purchased in 2012.

STATION 3 UPDATE - Chief Brubaker stated he has met with a representative from Wildman Uniforms in regards to the removal of dirt from their location to the Station 3 property. Wildman's management is interested in talking with the City of Warsaw/Warsaw-Wayne Fire Territory to be able to come up with an agreement that would benefit all parties involved.

NEW BUSINESS -

REQUEST TO HOST DIVE RESCUE INTERNATIONAL CLASSES - Chief Brubaker stated that due to time restraints the Host Agreement with Dive Rescue International has been presented and approved at the Board of Works on December 21, 2012. Chief Brubaker explained that the company specifically focuses on public safety diving. The classes presented would cover a three-week period in July. The advantage of hosting a class provides three to five free registrants per class. Chief Brubaker noted it is an opportunity for the department to host classes, obtain cost-effective training and brings other dive agencies to our community. After a short discussion, Mayor Thallemer entertained a motion to approve the Host Agreement. Board Member Nash made a motion to accept; seconded by Board Member Streeter. All members were in favor. (Documentation attached to Minutes).

GREEN, CATES & GROSSNICKLE FEE AGREEMENT/EMPLOYMENT LETTER - Chief Brubaker made the recommendation that Green, Cates & Grossnickle continue as legal counsel for the Warsaw-Wayne Fire Territory. Board Member Quance made a motion to approve the legal agreement to retain Green, Cates & Grossnickle; seconded by Board Member Burner. All members were in favor. (Documentation attached to Minutes).

SANDS OFFICE EQUIPMENT 2012 ANNUAL MAINTENANCE AGREEMENT - Chief Brubaker stated that this agreement was originally submitted to the Board of Works in 2012 at which time it was tabled due to the City negotiating a preferred provider. Since that time, Sands Office Equipment has been designated as the preferred provider. In order to get the contract up-to-date, Chief Brubaker asked for approval to renew the contract. Board Member Streeter made a motion to approve; seconded by Board Member Nash. All members were in favor. (Documentation attached to Minutes).

PRO AIR MIDWEST, INC. CONTRACT - Chief Brubaker indicated that Pro Air Midwest services the department's SCBA fill stations. The units are required to be serviced semi-annually with air samples taken six times per year. On December 7, 2012 Police Chief Scott Whitaker presented the police/fire contract to the Board of Works for approval. Mayor Thallemer entertained a motion to accept the Pro Air Midwest, Inc. contract. Board Member Burner made a motion to accept; seconded by Board Member Quance. All members were in favor. (Documentation attached to Minutes).

TRAVEL REQUESTS -

INSTRUCTOR DEVELOPMENT WORKSHOP - Chief Brubaker stated that the State has mandated that every three years instructors need six hours of in-service that teaches instructors how to teach. The instructors attending the workshop are within the new three-year period. Mayor Thallemer entertained a motion to approve the travel request. Board Member Streeter made a motion to approve; seconded by Board Member Nash. All members were in favor. (Documentation attached to Minutes).

OTHER MATTERS THAT MAY COME BEFORE THE BOARD -

Mayor Thallemer noted that the City Budget was passed last evening keeping the tax levy level for the citizens. Mayor Thallemer stated that the budget allows for the forward progression of Station 3, and expressed his appreciation for Chief Brubaker and the Fire Territory Board Members.

MEETING REVIEW -

NO ITEMS CARRIED FORWARD

NO VISITORS' QUESTIONS AND COMMENTS

ADJOURNMENT -

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