

WARSAW-WAYNE FIRE TERRITORY BOARD
REGULAR MEETING
JANUARY 7, 2025
4:00 PM

I. ORGANIZATION OF MEETING

1. Call to Order

Mayor Grose called the meeting to order. A Moment of Silence followed the Pledge of Allegiance.

2. Pledge of Allegiance
3. Moment of Silence
4. Oath of Office

City of Warsaw Attorney Scott Reust administered the Oath of Office to Mayor Jeff Grose, and Board Members Mike Klondaris and David Allbritten. Board Members Jeanie Stackhouse and Gordon Nash were absent.

5. Roll Call to Determine Quorum by Presiding Officer

Roll call was taken by Mayor Grose.

6. Approval of Minutes for ____
 - a. Approval of minutes for December 3, 2024

Board Member Allbritten motioned to approve the minutes from the December 3, 2024, meeting, which was seconded by Board Member Klondaris. All members present voted in favor. (Documentation is attached to the minutes).

II. RECOGNITION OF VISITORS

Mayor Grose recognized and welcomed the visitors in attendance.

III. REPORTS / ORAL & WRITTEN COMMUNICATIONS

1. Lutheran EMS Report- November 2024
 1. EMS Representative Mark Pepple summarized Lutheran EMS' November 2024 response report. (Documentation attached to minutes).
2. Warsaw-Wayne Fire Territory Monthly Report- November 2024

Fire Chief Shilling reviewed and summarized the Monthly Fire Activity Report for November 2024. (Documentation attached to minutes).

3. CARES - Update Newsletter - December 2024 Highlights

Community Health Coordinator Mikaela Bixler reviewed and summarized the CARES update newsletter for December 2024. (Documentation attached to minutes).

4. WWFT Monthly Expenditure Report, Operating 2243- November 2024

1. Fire Chief Shilling presented the Operating Fund November 2024 report. (Documentation attached to minutes).

5. WWFT Monthly Expenditure Report, Equipment Replacement 4410- November 2024

Fire Chief Shilling summarized the Equipment Replacement Fund November 2024 report. (Documentation attached to minutes).

Mayor Grose entertained a motion to approve all 5 motions as presented to the Board. Board Member Allbritten made the motion to approve; seconded by Board Member Klondaris. No further discussion. All members present were in favor.

IV. UNFINISHED BUSINESS

V. NEW BUSINESS

1. Kosciusko County Inter-Local Agreement - Terminal Services Data Request

Chief Shilling requested the Board's approval to enter into an Inter-Local Agreement with Kosciusko County for terminal services data. This agreement will support the maintenance of equipment and software, including updates and upgrades, related to the operation of One Solution Freedom Fire (Central Square). The cost of the agreement is \$1,500, and it will expire on December 31, 2025. The Board of Works approved the agreement on December 20, 2024.

2. Zoll Expertcare Preventive Maintenance Contract

Chief Shilling requested the Board's approval to continue the Zoll Expertcare Preventive Maintenance Contract for 2025. This agreement will provide necessary maintenance for the Warsaw-Wayne Fire Territory's four Zoll monitors and help limit liability in the event of equipment failure. The cost of the contract for 2025 is \$1,360.

3. Permission to Apply to Grant - Indiana Fire and Public Safety Academy

Chief Shilling informed the Board that the Warsaw-Wayne Fire Territory is seeking permission to apply for a grant from the Indiana Fire and Public Safety Academy, not to exceed \$50,000. If awarded, the grant funds would be used to update and maintain the Training Center, including updates and maintenance on the equipment used there. The Board of Works approved this request on December 20, 2024.

4. Permission to Enter Contract/Agreement with Lexipol

Chief Shilling requested the Board's permission to enter into a contract with Lexipol. The primary objective of this contract is to assist the Warsaw-Wayne Fire Territory in updating its Best Practices to align with new and changing legislation and practices. Currently, the Best Practices are written in-house, with some signed by previous Chiefs, and may require updates. By working with Lexipol, which is also used by the City of Warsaw Police Department, the Fire Territory can better mitigate potential legal issues. The initial setup and integration cost is \$31,645.80, with an estimated annual cost of \$10,855.80 following the setup. The Board of Works approved the contract on December 20, 2024.

Board Member Klondaris expressed support for the rationale behind seeking the contract with Lexipol but had concerns about whether the implementation cost could be justified. After further discussion, the resolution of numerous questions, and additional information, Klondaris became more comfortable with the proposal.

5. Resolution 2024-12-02, Transfer from Medical to RCORP

Chief Shilling requested the Board's approval to transfer \$10,035.09 from the Warsaw-Wayne Fire Territory Medical, Dental, Life/LT account (2243-000-130.050) to the RCORP Grant account (2402-000-390.465) to help balance the RCORP Grant account. This transfer reflects the amount the RCORP Grant paid for the Warsaw-Wayne Fire Territory's CARES Responder Navigator. The Common Council approved the transfer on December 16, 2024.

6. Resolution 2024-12-01, Transfer from FSSA to Operating

Chief Shilling asked for the Board's approval to transfer \$6,898.06 from the FSSA Grant/CARES (2402-000-390.471) to the Misc. Revenue Operating (2243-600.010). The purpose of this transfer is to replenish our operating account with monies received from the FSSA Grant. The Common Council approved the transfer on December 12, 2024.

7. Fire Catt, 3 Year Contract

Chief Shilling requested the Board's permission to enter into a 3-year contract with Fire Catt. The contract will cover pressure tests and inspections of all hoses and gaskets. The costs for the contract are as follows:

- Year 1: \$8,190.00
- Year 2: \$8,580.00
- Year 3: \$8,970.00

VI. TRAVEL REQUESTS

1. WWFT Travel Requests

Fire Chief Shilling highlighted the travel requests submitted for approval.

VII. OTHER MATTERS THAT MAY COME BEFORE THE BOARD

1. Next Meeting February 4, 2025

VIII. MEETING REVIEW

1. Items Carried Forward
2. Visitors' Questions & Comments

IX. ADJOURNMENT

Mayor Grose entertained a motion to adjourn.