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

I. ORGANIZATION OF MEETING

1. Call to Order

Board Member Klondaris called the meeting to order. A Moment of Silence followed the Pledge of Allegiance.

2. Pledge of Allegiance

3. Moment of Silence

4. Roll Call to Determine Quorum by Presiding Officer

The following Board Members were present: David Allbritten, Gordon Nash, Jeanie Stackhouse, Mike Klondaris, Fire Chief Joel Shilling, Territory Attorney Jack Birch, and Board Secretary Heather Vogts.

The following Board Members were absent: Mayor Jeff Grose.

5. Approval of Minutes for January 7, 2025

   a. January 7, 2025 Minutes

Board Member Allbritten motioned to approve the minutes from the January 7, 2025, meeting, which was seconded by Board Member Nash. All members present voted in favor. (Documentation is attached to the minutes).

II. RECOGNITION OF VISITORS

Board Member Klondaris recognized and welcomed the visitors in attendance.

III. REPORTS / ORAL & WRITTEN COMMUNICATIONS

1. Lutheran EMS Report- December 2024

EMS Representative Mark Pepple summarized Lutheran EMS' December 2024 response report. (Documentation attached to minutes).

2. Warsaw-Wayne Fire Territory Monthly Report- December 2024

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

3. CARES- Update Newsletter- January 2025 Highlights

CARES Responder/Navigator Tanya Jackson reviewed and summarized the 2024 CARES year-end report and provided the updated January 2025 newsletter. (Documentation attached to the minutes).

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

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

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

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

Board Member Klondaris 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. Permission to Accept K21 Grant (CARES)

CARES Responder/Navigator Jackson asked for the Board's approval to accept a grant from K21 Health Foundation in the amount of $2,472, to purchase 1,000 training books from The QPR Institute.

Board Member Klondaris entertained a motion to approve the acceptance of the grant from K21 Health Foundation for $2,472. Board Member Stackhouse made the motion to approve; seconded by Board Member Allbritten. No further discussion. All members present were in favor.

2. Permission to Accept K21 Grant- Underwater ROV

Assistant Dive Commander and Warsaw-Wayne Fire Territory Captain Drew Shilling asked for the Board's permission to accept a grant from K21 Health Foundation for the purchase of the Deep Trekker PIVOT Underwater ROV for a total cost of $57,428.

Board Member Klondaris entertained a motion to approve the acceptance of the grant from K21 Health Foundation for $57,428. Board Member Allbritten made the motion to approve; seconded by Board Member Nash. No further discussion. All members present were in favor.

3. Permission to Host Dive Rescue International Classes

Assistant Dive Commander and Warsaw-Wayne Fire Territory Captain Shilling asked for the Board's approval to host Dive Rescue International classes in July and August. Cpt. Shilling advised the Warsaw- Wayne Fire Territory has held these classes for several years now, and it is at no expense to the department. The class brings in individuals from numerous different states as well.

Board Member Allbritten motioned to approve the Warsaw-Wayne Fire Territory to host the Dive Rescue International classes, which was seconded by Board Member Nash. All members present voted in favor.

4. Walk-In- Contract with Birch Kaufman, LLC for Legal Representation

Chief Shilling informed the Board about a walk-in contract he sought approval for. The contract proposes hiring Jack Birch from Birch Kaufman, LLC, as the Territory Board's legal representative at a rate of $250 per hour, with a retainer fee of $3,000. He explained that the retainer would cover brief phone calls and discussions, while the hourly rate would apply to larger projects, contract reviews, and other extensive legal matters.

Board Member Stackhouse motioned to approve the contract for Birch Kaufman, LLC, which was seconded by Board Member Nash. All members present voted in favor.

VI. TRAVEL REQUESTS

1. WWFT Travel Requests

Fire Chief Shilling highlighted the travel requests submitted for approval.

Board Member Klondaris motioned to approve the attached travel requests, which was seconded by Board Member Allbritten. All members present voted in favor.

VII. OTHER MATTERS THAT MAY COME BEFORE THE BOARD

1. Next Meeting: March 4, 2025

VIII. MEETING REVIEW

1. Items Carried Forward

2. Visitors' Questions & Comments

IX. ADJOURNMENT

Board Member Klondaris entertained a motion to adjourn.

Board Member Stackhouse motioned to adjourn, which was seconded by Board Member Nash. All members present voted in favor.