WARSAW-WAYNE FIRE TERRITORY BOARD
REGULAR MEETING
JULY 7, 2026
4:00 PM

I. ORGANIZATION OF MEETING

1. Call to Order

Mayor Grose called the meeting or order, followed by the Pledge of Allegiance, and a moment of silence.

2. Member, Appointing Authority, Dates of Terms;

   Mike Klondaris, Council, 01/01/26 to 12/31/26
   Gordon Nash, Wayne Township Board, 01/01/26 to 12/31/26
   Dave Allbritten, Community Member, 01/01/26 to 12/31/26
   Jeanie Stackhouse, Wayne Township Board, 01/01/26 to 12/31/26
   Jeff Grose, Warsaw Mayor, 01/01/26 to 12/31/26

3. Pledge of Allegiance

4. Moment of Silence

5. Roll Call to Determine Quorum by Presiding Officer

Mayor Grose conducted roll call, with the following board members present: Mayor Jeff Grose, Jeanie Stackhouse, Gordon Nash, Mike Klondaris, Fire Chief Joel Shilling, and Territory Attorney Adam Turner. Board Member David Allbritten and Secretary Heather Vogts were absent.

6. Approval of Minutes for June 2, 2026

   a. June 2, 2026 Minutes

Mayor Grose called for a motion to approve the June 2, 2026, minutes, as written. Board Member Klondaris made the motion to approve the minutes from June 2, 2026. The motion was seconded by Board Member Stackhouse. All members present voted in favor.

II. RECOGNITION OF VISITORS

III. REPORTS / ORAL & WRITTEN COMMUNICATIONS

1. Lutheran EMS Report — May 2026

Chief Shilling advised Lutheran EMS Representative Alicia was unable to attend the meeting. He informed the Board that he would be available to answer any questions regarding the EMS report in her absence.

2. Warsaw-Wayne Fire Territory Monthly Report - May 2026

Chief Shilling presented the May 2026 WWFT Monthly Report to the Board. A new report added this month, broke down the calls of service showing the actual apparatus response total.

3. WWFT Monthly Expenditure Report — Operating Fund 2243–May 2026

Chief Shilling reviewed the May 2026 Operating Fund 2243 for the board.

4. WWFT Monthly Expenditure Report — Equipment Replacement Fund 4410–May 2026

Chief Shilling presented the May 2026 Equipment Replacement Fund 4410 to the board.

Mayor Grose entertained a motion to approve all 4 motions as presented to the board. Board Member Klondaris made the motion to approve all 4 motions as presented. The motion was seconded by Board Member Nash. All members present voted in favor.

IV. UNFINISHED BUSINESS

V. NEW BUSINESS

1. Purchase Approval- 2026 Chevy Silverado 1500

Chief Shilling requested approval for the purchase of a 2026 Chevy Silverado. This vehicle was originally planned for purchase in 2027. However, through collaboration with the Territory Board, Airport Authority Board, and Board of Public Works, the Territory was able to acquire a previously used vehicle, the Tahoe, through the Airport. This opportunity resulted in significant cost savings for the Territory and allowed for the advancement of the Silverado purchase.

Additionally, the Street Department will be able to decommission an existing vehicle and repurpose several lights and other equipment, creating further cost-saving opportunities. The total cost of the 2026 Chevy Silverado purchase is $47,653.00.

Board Member Klondaris asked Mayor Grose for his thoughts regarding the purchase. Mayor Grose stated that he was pleasantly surprised by the pricing and the package included with the vehicle.

Mayor Grose entertained a motion to approve the purchase of the 2026 Chevy Silverado. Board Member Nash made a motion to approve the purchase, which was seconded by Board Member Stackhouse. All members present voted in favor.

2. Purchase Request- Station 17 Generator

Chief Shilling advised the Board that he had collaborated with the Territory and City Attorney regarding the purchase and replacement of the Station 17 generator. He explained that each station is equipped with a backup generator, and Cummins performs preventative maintenance on each unit twice annually to ensure proper operation.

During the December 2025 maintenance inspection, Cummins reported that the Station 17 generator had poor reliability and that replacement parts were becoming increasingly difficult to obtain. Due to the generator’s age, which is over 40 years old, the Cummins technician recommended that the Territory begin planning for its replacement. At that time, the 2026 budget had already been established; therefore, the Territory began planning to include the replacement in the 2027 budget. A quote was obtained to determine the anticipated cost of replacement.

During the next preventative maintenance visit, approximately six months later, the Cummins technician advised that the generator controller could no longer be placed into automatic mode. This means that in the event of a power outage, the station would not have backup power available. After being made aware of this issue, the Territory obtained additional quotes for a generator replacement.

Keough & Sons Electric, LLC- $87,686.43
D&D Electric - $93,327.00
Kissinger Electric, Inc- $98,750.00

Chief Shilling advised that his initial intent was to request Board approval to purchase the generator and then coordinate additional corrections needed at Station 17. He explained that the current generator does not provide enough power for the entire facility. Recent additions to Station 17 include Street Department and wastewater radio equipment, and the existing generator cannot support the additional electrical demand required for all emergency operations. As a result, the replacement generator will need to be larger, which will also require coordination with NIPSCO regarding an increased electrical meter and gas line capacity. The Territory is currently awaiting a quote from NIPSCO. The estimated lead time for the new generator is approximately 24-28 weeks.

Chief Shilling advised that Territory Attorney Adam Turner provided a legal opinion confirming that the purchase meets the requirements outlined in Indiana Code.

Attorney Turner explained that while the Board is familiar with the standard purchasing process, Indiana Code 5-22-10 provides provisions for special purchases under certain circumstances. Under subsection 4(a), a purchasing agent may make a special purchase when emergency conditions exist that threaten public health, welfare, or safety. Additionally, subsection 9(a) allows for a special purchase when circumstances seriously impair the functioning of an agency. Attorney Turner advised that the Station 17 generator replacement meets the requirements under both provisions.

Attorney Turner further advised that the City Attorney reviewed the letter and agreed with the determination. He emphasized that the final decision remains with the Territory Board. However, failure of the generator during a power outage could create significant issues, including interruptions to City communications and emergency response capabilities.

Attorney Turner noted that even under the special purchasing provisions, there should still be an effort to ensure a fair and competitive process. He stated that Chief Shilling had demonstrated due diligence by obtaining three separate quotes and evaluating multiple options rather than proceeding with a single-source purchase.

Chief Shilling advised that the final paragraph of his letter states that, if the Board approves funding for the replacement of the Station 17 generator and automatic transfer switch, he and Command Staff would be authorized to select the final contractor and determine the appropriate engineering scope. Chief Shilling explained that the lowest quote may not always be the best option, as factors such as availability and project timeline must also be considered. For example, if the lowest bidder could not provide the generator and related equipment for six months, while another contractor could complete the project significantly sooner, those differences would need to be considered in the final decision.

Chief Shilling advised that he has been in contact with all three companies that submitted quotes. At this time, Keough & Sons Electric, LLC, which provided the lowest quote, has indicated they can begin the project relatively soon, pending delivery of the generator.

Mayor Grose clarified that Chief Shilling and Command Staff were requesting authorization to proceed with the emergency purchase process and were not asking the Board to select a specific contractor at this time. He stated that the intent was to allow the Chief to move forward and address the issue as quickly and effectively as possible. This request will also be presented to the Board of Public Works on Friday, July 17, 2026. Mayor Grose advised that he had no concerns with the request.

Mayor Grose entertained a motion to approve the emergency request to proceed with the purchase of the Station 17 generator. Board Member Klondaris made a motion to approve the request, seconded by Board Member Nash. All members present voted in favor.

VI. TRAVEL REQUESTS

1. WWFT Travel Requests

Chief Shilling reviewed the travel requests as presented to the Board.

Board Member Klondaris asked whether the knowledge and training gained from the Unify conference would be shared with other members of the department. Chief Shilling advised that knowledge sharing had been an area of improvement for the Fire Territory. He stated that there has been significant progress in ensuring information is communicated throughout the department and that attendees are expected to return and provide training to other personnel on what they learned.

Board Member Klondaris also asked Mayor Grose whether he had any concerns about five key members of the department attending the training at the same time. Mayor Grose stated that he did not have any concerns, noting that additional leadership personnel would remain available to oversee department operations. He also commented that those attending the conference would have access to their cell phones and laptops should they need to be contacted.

Mayor Grose entertained a motion to approve the travel requests as presented. Board Member Klondaris made a motion to approve the travel requests, seconded by Board Member Stackhouse. All members present voted in favor.

VII. OTHER MATTERS THAT MAY COME BEFORE THE BOARD

1. Next Meeting- August 4, 2026

This meeting will be held at the Warsaw Police Department Training Center.

VIII. MEETING REVIEW

1. Items Carried Forward

2. Visitors' Questions & Comments

IX. ADJOURNMENT

There being no further matters to come before the Board, Mayor Grose entertained a motion to adjourn. Board Member Nash made the motion, seconded by Board Member Stackhouse.