

WARSAW-WAYNE FIRE TERRITORY BOARD  
REGULAR MEETING  
JULY 1, 2025  
4:00 PM

**I. ORGANIZATION OF MEETING**

1. Call to Order

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

2. Pledge of Allegiance
3. Moment of Silence
4. Roll Call to Determine Quorum by Presiding Officer

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

5. Approval of Minutes for June 3, 2025
  - a. June 3, 2025 Minutes

Board Member Klondaris made a motion to approve the minutes from June 3, 2025, meeting. The Motion was seconded by Board Member Stackhouse, and all members present voted in favor.

**II. RECOGNITION OF VISITORS**

Mayor Grose recognized and welcomed the visitors in attendance.

**III. REPORTS / ORAL & WRITTEN COMMUNICATIONS**

1. Lutheran EMS Report - May 2025

Lutheran EMS representative Alicia Mediano summarized Lutheran EMS' May response report.

2. Warsaw-Wayne Fire Territory Monthly Report - May 2025

Fire Chief Shilling reviewed and summarized the Monthly Fire Activity Report for May 2025.

3. CARES - Update Newsletter - June 2025

Community Health Coordinator Mikaela Bixler reviewed and summarized the CARES Newsletter for June 2025.

4. WWFT Monthly Expenditure Report, Operating Fund 2243–May 2025

Fire Chief Shilling presented the Operating Fund for May 2025.

5. WWFT Monthly Expenditure Report, Equipment Replacement Fund 4410–May 2025

Fire Chief Shilling summarized the Equipment Replacement Fund for May 2025.

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 Stackhouse. No further discussion and all members present in favor.

**IV. UNFINISHED BUSINESS**

## **V. NEW BUSINESS**

### **1. Request for Approval to Contract Legal Representation**

Chief Shilling informed the Territory Board that the current Fire Territory Attorney, Jack Birch, will be stepping down as he has accepted a new position as a public defender. In light of his resignation, the Chief explained that, after consulting with the City Attorney and Jack Birch, they are recommending Turner Valentine, LLC, with Adam Turner serving as the Fire Territory's attorney.

The unused retainer for the year will be transferred from Jack Birch to Adam Turner. Upon approval from both the Territory Board and the Board of Public Works, Adam Turner will assume responsibility for the remainder of the 2025 contract.

Mayor Grose called for a motion to approve the new contract appointing Adam Turner as the Territory Attorney. Board Member Allbritten moved to approve, and Board Member Stackhouse seconded the motion.

### **2. Transfer Request - Resolution 2025-07-01**

Chief Shilling informed the Board that the transfer letter requests \$50,448.97 from the FSSA Grant (CARES Grant) to be moved into the Fire Territory's 2243-600.010 (Miscellaneous Revenue – Operating). Following this Board's approval, the request will be presented to the Common Council on 7/7/25.

Mayor Grose called for a motion to approve the transfer of funds as presented. Board Member Stackhouse moved to approve, and Board Member Allbritten seconded the motion. There being no further discussion, the motion passed unanimously with all members present voting in favor.

## **VI. TRAVEL REQUESTS**

### **1. WWFT Travel Requests**

Fire Chief Shilling presented the submitted travel requests for the Board's approval. Board Member Klondaris inquired about Firefighter Aaron Bolinger's travel request for the Aircraft Crash Rescue Training and asked if the Chief considered this to be an important training. Chief Shilling explained that since the airport is within the Territory's response area, he believes the training would be valuable to both the department and the community.

Board Member Allbritten moved to approve the travel requests, seconded by Board Member Stackhouse. There being no further discussion, the motion carried unanimously with all members present voting in favor.

## **VII. OTHER MATTERS THAT MAY COME BEFORE THE BOARD**

### **1. Next Meeting: August 5, 2025**

## **VIII. MEETING REVIEW**

### **1. Items Carried Forward**

## 2. Visitors' Questions & Comments

Mayor Grose thanked the Chief and other department heads for their diligent work in preparing the 2026 budget. He further noted that the Board may see the proposed budget presented at the August meeting.

## **IX. ADJOURNMENT**

Mayor Grose entertained a motion to adjourn.

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