

WARSAW-WAYNE FIRE TERRITORY BOARD
REGULAR MEETING
JANUARY 6, 2026
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. Member, Appointing Authority, Dates of Terms;

Mike Klondaris, Council, 01/01/25 to 12/31/25

Gordon Nash, Wayne Township Board, 01/01/25 to 12/31/25

Dave Allbritten, Community Member, 01/01/25 to 12/31/25

Jeanie Stackhouse, Wayne Township Board, 01/01/25 to 12/31/25

Jeff Grose, Warsaw Mayor, 01/01/25 to 12/31/25

3. Pledge of Allegiance

4. Moment of Silence

5. Oath of Office

Warsaw-Wayne Fire Territory Attorney Adam Turner administered the Oath of office to Mayor Jeff Grose, Board Member Jean Stackhouse, Board Member Gordon Nash, Board Member David Allbritten, and Board Member Mike Klondaris.

6. Roll Call to Determine Quorum by Presiding Officer

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

7. Approval of Minutes for December 2, 2025

- a. December 2, 2025- Minutes

Board Member Nash made the motion to approve the minutes from the December 2, 2025, meeting. The motion was seconded by Board Member Allbritten. All members present voted in favor.

8. Appointment of Recording Secretary

Chief Shilling advised Mayor Grose that the Executive Board is required to appoint a secretary for the Territory Board. Chief Shilling recommended Heather Vogts for the position, noting that the final decision rests with the Board. A motion to appoint Heather Vogts as the 2026 Recording Secretary for the Warsaw-Wayne Fire Territory was made by Board Member Allbritten and seconded by Board Member Klondaris. All members present voted in favor, and the motion carried unanimously.

II. RECOGNITION OF VISITORS

III. REPORTS / ORAL & WRITTEN COMMUNICATIONS

1. Lutheran EMS Report- November 2025

Lutheran EMS representative Alicia presented the November 2025, EMS Report to the board.

2. WWFT Monthly Report — November 2025

Prior to reviewing the November 2025 WWFT Monthly Report, Chief Shilling advised the Board that, under the Organization of the Meeting, the Executive Board must also appoint a secretary. Mayor Grose confirmed that Chief Shilling was requesting a change in the order of business. With no objections, Mayor Grose approved the change, leaving the oral and written reports for later in the meeting and moving to the appointment of positions.

Fire Chief Shilling reviewed and summarized the November 2025 WWFT Monthly Report. Chief Shilling explained that although a call may originate within a specific district or station response area, it is standard practice for at least two apparatus to respond. This typically includes one apparatus from the district in which the call originated and an additional apparatus from another district or station, as needed.

3. WWFT Monthly Expenditure Report, Operating 2243–November 2025

Fire Chief Shilling presented the Operating Fund 2243, for November 2025.

4. WWFT Monthly Expenditure Report, Equipment Replacement 4410–November 2025

Chief Shilling summarized the Equipment Replacement Fund 4410, for November 2025. Chief Shilling did highlight the lease payment for the ladder truck when reviewing the report.

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 Nash.

IV. UNFINISHED BUSINESS

V. NEW BUSINESS

1. Zoll Expertcare Preventative Maintenance Contract - 2026

Chief Shilling requested Board approval to renew the contract with Zoll for preventative maintenance of the department's four monitors. The cost of the 2026 Zoll ExpertCare Preventative Maintenance contract is \$1,360.00, which is the same as the 2025 contract amount.

Mayor Grose called for a motion to approve the renewal. Board Member Klondaris made the motion, which was seconded by Board Member Stackhouse. All members present voted in favor.

2. Legal Representation Contract — Adam Turner, Attorney at Law - 2026

Chief Shilling requested Board approval of the 2026 contract for Adam D. Turner. The contract includes a \$3,000 retainer and an hourly rate of \$250, effective January 1, 2026, through December 31, 2026.

Mayor Grose called for a motion to approve the contract as written. Board Member Klondaris made the motion to approve, seconded by Board Member Nash. All members present voted in favor.

3. Flow Tech Winter Preventative Maintenance Agreement

Chief Shilling asked for the Board's approval to agree for Flow Tech to perform the fall/winter preventative maintenance for Station 15, totaling \$385.75.

Mayor Grose called for the approval for Flow Tech to complete the fall/winter preventative maintenance at Station 15. Board Member Allbritten made the motion, seconded by Board Member Stackhouse.

4. WALK IN: Approval for Change Order: Smeal/Spartan

Chief Shilling informed the Board that he had received notification that the new ladder truck is scheduled to arrive tomorrow, Wednesday, at Station 13. Hoosier Fire has submitted an invoice totaling \$1,829,733, which includes approved change orders in the amount of \$18,847 (just over 1% of the total cost). The Warsaw-Wayne Fire Territory is responsible for the change order amount, while Community Leasing will cover the remaining balance. Chief Shilling noted that he was aware the change order would be forthcoming and that it has been budgeted for in 2026.

Chief Shilling further advised before the new ladder truck can go into service, some equipment will need to be transferred from the old ladder truck, which is currently at the Street Department undergoing repairs, training preparation, and installation of new equipment will need to take place. The Territory anticipates the new ladder truck will be placed in service, with all personnel fully trained, by the end of February. Per the contract, Hoosier Fire is required to provide three days of training—one day per shift—to ensure all personnel are familiar with the apparatus. Chief Shilling stated his expectation that the new ladder truck will provide approximately 20 years of service.

Mayor Grose called for a motion to approve the change order request in the amount of \$18,847. Board Member Nash made the motion, which was seconded by Board Member Stackhouse.

VI. TRAVEL REQUESTS

1. Travel Requests

Chief Shilling presented the submitted travel requests for the board's approval. Chief Shilling asked to strike the following requests from the record:

Fire Chief Joel Shilling, IPSC CTC-Radio Key Renew, Greenwood, IN
Battalion Chief Rob Barker, Blue Incident Command Train the Trainer, Benton Harbor, MI

Mayor Grose called for a motion to approve the travel requests as presented. Board Member Klondaris made the motion, seconded by Board Member Allbritten.

VII. OTHER MATTERS THAT MAY COME BEFORE THE BOARD

1. Next Meeting — February 3, 2026

Mayor Grose advised the Territory Board Meeting on February 3rd, will be held at the Warsaw Police Department Training Center.

VIII. MEETING REVIEW

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

IX. ADJOURNMENT

Mayor Grose entertained a motion to adjourn. Board Member Nash motioned to adjourn, seconded by Board Member Stackhouse.

