



# Monroe Fire Protection District



## MINUTES OF MEETING OF THE BOARD OF TRUSTEES

Chair Sorensen called the meeting of the Board of Trustees of the Monroe Fire Protection District to order at 6:00 p.m. EST Tuesday, May 11, 2021 via a Zoom Meeting due to the COVID-19 pandemic. Public notice of the meeting had been duly made to local media by email transmission and hard copy notices had been placed in all the usual places.

Chair Sorensen explained that she has asked Vice-Chair Kruzan to run the meeting this evening as she has pneumonia. Chair Sorensen stated that she was feeling better, however her energy levels were still down and felt it would be best for Vice-Chair Kruzan to facilitate the meeting this evening.

Mrs. Bovenschen called the roll of the board of trustees to determine members present, absent, and to identify others present.

Those present were as follows:

- Vicky Sorensen, Chair
- Mark Kruzan, Vice Chair
- Christina Courtright, Trustee
- Dan Vest, Trustee

Those absent were as follows: C. Ed Brown, Fiscal Officer arrived at 6:09pm

Others present were as follows:

- Dustin Dillard, Chief, MFD
- George Cornwell, Deputy Chief, Operations, MFD
- Matt Bright, Deputy Chief, EMS/Special Operations, MFD
- Steve Coover, Deputy Chief, Community Risk MFD
- Joel Bomgardner, Assistant Chief, Administration, MFD
- JJ McWhorter, Assistant Chief, Training, MFD
- Jeffrey Comps, House Captain, MFD
- Craig Patnode, House Captain, MFD
- Clayton Dillard, Lieutenant, MFD
- Tammy Bovenschen, Administrative Assistant MFD

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**HEADQUARTERS**  
**3953 S KENNEDY DRIVE**  
**BLOOMINGTON IN**  
**812-331-1906**  
**812-336-1166 (FAX)**

Lorie Robinson, Financial Assistant MFD  
Christine Bartlett, Attorney, Ferguson Law  
Rita Barrow, Van Buren Township Trustee  
Ken Horrocks, Clear Creek Township Resident

## **CHANGES OR AMENDMENTS TO THE AGENDA**

Vice-Chair Kruzan asked if there were any amendments or changes to the agenda. There were no changes or amendments.

## **PUBLIC COMMENT**

Vice-Chair Kruzan explained this was the time when any member of the public could speak to the board concerning any matter not listed on the agenda. Vice-Chair Kruzan stated that the board does appreciate when members of the public attend the meetings and wish to speak to the board. Vice-Chair Kruzan stated that as steward of public funds, the board and staff take these matters very seriously. Vice-Chair Kruzan noted that he watched a public meeting from 2019 where Chief Dillard spoke about the merger and answered many questions. Vice-Chair Kruzan reminded board members and staff that this time was just for public comment and we do not respond to comments.

Mrs. Bovenschen read the policy for public comment. Mrs. Bovenschen explained that when an individual had 15 seconds left to speak, she would hold up a sign in front of the camera.

Mr. Ken Horrocks, Clear Creek township resident spoke to the board. He stated that this is concerning the merger that has been in the works for years. He did thank Chief Dillard for responding to his email complaint concerning his sudden and abrupt and large increase in real estate taxes. He wanted to the board to know he was blindsided with the 18% jump that no one saw coming with the merger. Mr. Horrocks stated that not knowing this could be on him, by not knowing what was going on, and he does understand that. He wanted the board to know that he felt that the residents should have been notified that this big redistricting was going on. He noted to that maybe this will provide coverage for those who didn't already have it, but for him and his neighbors they felt they had adequate coverage with Station 21 located just down the from his neighborhood. Mr. Horrocks stated that everyone cares about what happens in their neighborhood and pocket books first and foremost.

Mr. Horrocks stated that it seems that there is a large increase in fire protection for not just him, but for many in the county. Is this what we are baring the cost for? Bringing wages up for other fire departments in other areas but not this one, with this merger? Something of this magnitude he felt they should be forewarned. He felt the district should have stated that his real estate taxes would be rising 15-20%, so that he could have spoke up prior to the merger, not after the fact. He doesn't want to spend money for something he doesn't get any value for, and this he doesn't see the value in. He understands that complaining after the fact is pointless, but everybody gets their 3 minutes to speak. He doesn't know how to change this, but he feels like if the district had 4 years building up to this merger, the money should have been lined out already to fund it.

Vice-Chair Kruzan welcome Fiscal Officer Ed Brown to the meeting. Vice-Chair Kruzan invited members of the community to go to the district website and watch previous meetings where the history of how this merger took place.

Vice-Chair Kruzan asked if any other members of the public wanted to speak. Rita Barrow, Van Buren Township Trustee, wanted to let the board know that she apologies for lengthy delay in getting all documents completed concerning Station 39. She noted that firefighters did move into May 3. She noted that landscaping is in the process at Station 29. The bumpers for the parking spaces at 39 still need to be installed and repair to the black top at Station 29 will be finished soon.

### **MINUTES OF PREVIOUS MEETING**

Minutes from the April 2, 2021 executive meeting, were presented to the board for approval. Vice-Chair Kruzan ask if there were any questions or comments concerning the minutes. Seeing none, Vice-Chair Kruzan called for a motion to approve the minutes.

Ms. Courtright made a motion to approve the minutes of April 2, 2021 executive session as presented.

Fiscal Officer Brown 2<sup>nd</sup>

Motion passed 5-0

Minutes from the April 2, 2021 special meeting, were presented to the board for approval. Vice-Chair Kruzan ask if there were any questions or comments concerning the minutes. Seeing none, Vice-Chair Kruzan called for a motion to approve the minutes.

Fiscal Officer Brown made a motion to approve the minutes of April 2, 2021 special session as presented.

Chair Sorensen 2<sup>nd</sup>

Motion passed 5-0

Minutes from the April 13, 2021 regular meeting, were presented to the board for approval. Vice-Chair Kruzan ask if there were any questions or comments concerning the minutes. Seeing none, Vice-Chair Kruzan called for a motion to approve the minutes.

Ms. Courtright made a motion to approve the minutes of April 13, 2021 regular session as presented

Mr. Brown 2<sup>nd</sup>

Motion passed 5-0

### **OLD BUSINESS**

#### **a. Legal Updates**

Mrs. Bartlett informed the board that she had no new legal updates

#### **b. Monroe Fire District Future**

Chief Dillard informed the board that he had not received any requests from other townships to join the district. Washington and Benton townships are the last two at this time that have merged. This will give us some consistency as what the district financially will look like over the next few years. Chief Dillard stated that we recently received new software that allows employees to

update their personal information into one portal and applies to all of our various insurance policies and legal documents. It is a program that links up with Bill C Brown. We are looking into changing our Standard policy from Capstone in Fort Wayne to our representatives here locally at Bill C Brown. This is a simple change, basically moving from one agent to another, so that we can utilize this software with that process.

Vice-Chair Kruzan also stated that there is a letter on the district website, [www.monroefd.org](http://www.monroefd.org) that explains the tax increases that were brought up tonight during public comment.

**c. COVID-19 Information**

**i. Homebound Hoosiers**

Chief Dillard stated that we are continuing to help with the Homebound Hoosiers program.

**d. Engine 22 Updates**

Deputy Chief Cornwell updated that at the end of May, the purchasing committee will be traveling to the E-One headquarters for a pre-conference build. They will go through the entire spec and then the building process will begin.

**e. ISO Review**

Chief Dillard explained that we have wrapped up our ISO review this month. The first portion, which is the pre-survey, was difficult for us this time as we had to take data from all three departments and try to combine that information. ISO requires documents that go back from 1-3 years.

This first intermediate review may not be what we expected, however they will be coming back next year and reviewing us again as a district with one full year. The important part of this was the water shuttle survey. ISO directed us to pick the 7 largest buildings in the 7 different areas. We had to show that we had adequate water supply for those buildings which were 5 miles from the firehouse.

Chief Dillard noted that we did get permission from Indiana Limestone to place a suction point at the Victor Pike location to draw water from when needed. We also have someone for the Indiana Geological and Water office completing a 15-year drought certification on that suction point, for ISO.

Chief Dillard feels good about the results. We will pass on information as we receive it from ISO. Chief Dillard thanked all staff who helped out with this review. Vice-Chair Kruzan stated that this review will help homeowner's insurance where their insurance company uses ISO rating to determine rates. Vice-Chair Kruzan stated that some companies don't use ISO and use a zip-code loss program instead. Chief Dillard did state that is correct.

**NEW BUSINESS****a. Department Update****i. Statistics**

Deputy Chief Bright went over statistics for the month of April

	<u>April 2021</u>
<b>TOTAL Emergency Calls</b>	<b>322</b>
Fire Calls	26
Over Pressure Rupture, Explosion, Overheat	1
EMS Calls	252
Hazardous Conditions	11
Service Calls	5
Good Intent Calls	23
False Alarms	4
Severe Weather	0
Special Incidents	0
<b>Incidents by Township</b>	<b>251</b>
Bloomington	33
Clear Creek	29
Indian Creek	14
Perry	82
Van Buren	93
<b>Incidents – Contracted Townships</b>	<b>53</b>
Benton	19
Polk	3
Salt Creek	20
Washington	11
<b>Incidents by Aid Given</b>	<b>18</b>
Bean Blossom	2
Bloomington City	4
Ellettsville	1
Richland Township (EFD)	4
Greene County	6
Lawrence County	1
Average Response (dispatch to arrival on scene)	7 min 40 sec
Average Turnout (dispatch to enroute)	1 min 04 sec
Average Time on Scene	30 min 42 sec

Ms. Courtright wanted to comment that she has noticed several of the runs are reproduced on our Facebook page in a very timely manner. She feels this is a huge contribution to the community. She noted that these posts are shared by dozens of people. She commends the staff for getting those posts up so quickly.

**b. Dental Insurance Renewal**

Mrs. Bovenschen explained to the board that the proposal presented was the same pricing as we currently have. We are requesting a 19-month renewal this year, so that we can get all of our insurance renewals being January 1. This year the plan maximum will be \$875 (through December 31, 2021) and then in 2022 the maximum will be \$1,500.

Vice-Chair Kruzan called for a motion to approve the HRI Dental Options.  
Ms. Courtright made a motion to approve HRI Dental Options for 19 months.  
Chair Sorenson 2<sup>nd</sup>  
Motion passed 5-0

**c. Annex Landscaping**

Chief Dillard explained to the board that when we moved into the Annex, the county made several variances for us. As a requirement we are required to place a certain amount of landscaping along Kennedy Drive and Rhorer Road. We received several bids for the landscaping job: Abell Nursery \$17,894; Thrashers Landscaping \$29,399; C&H Lawn and Landscaping \$24,965.

Chief Dillard stated that we would like approval for the bid from Abell Nursery in the amount of \$17,894 to be paid from the Cumulative Fund.

Vice-Chair Kruzan called for a motion to approve the bid from Abell Nursery.  
Fiscal Officer Brown made a motion to approve the bid for \$17,894 from Abell Nursery.  
Chair Sorensen 2<sup>nd</sup>  
Motion passed 5-0

**d. Van Buren Building & Equipment Contract**

Mrs. Bartlett, Ferguson Law, explained that we do have a signed agreement from Van Buren. This agreement is to transfer the new fire station, surrounding property and apparatus to the District. For the transfer of the property, there will be a deed transfer, with that if the District ever dissolves or Van Buren is removed from the district, then Van Buren has the option to buy the property back at the cost of \$1. This option is in place for 25 years unless there is a causality event (such as a tornado) then the option would end.

Vice-Chair Kruzan called for a motion to approve the agreement.  
Ms. Courtright made a motion to approve the agreement with Van Buren.  
Chair Sorenson 2<sup>nd</sup>  
Motion passed 5-0

**e. Assumption of Van Buren Lease Agreement**

Mrs. Bartlett explained that part of the transfer of Van Buren is a lease with Monroe Board of Aviation Commission, for the Kirby Road location. Part of the transfer is

that the district will be taking over that lease. Basically, the district will be stepping into the shoes of Van Buren now. We will have all of the obligations under the lease and all the rights under the lease. Vice-Chair Kruzan asked if the airport authority has already adopted this and is Van Buren okay with this? Mrs. Bartlett explained that the agreement with Van Buren for the property and apparatus have agreed to this. Mrs. Bartlett stated that the Monroe Board of Aviation will be the last to approve. She did state that the county attorney, Jeff Cockerill has reviewed and doesn't anticipate any issues.

Vice-Chair Kruzan called for a motion to approve the Assumption of Lease Agreement.

Chair Sorenson made a motion to approve the Assumption of Lease Agreement.

Ms. Courtright 2<sup>nd</sup>

Motion passed 5-0

## **CLAIMS AND FINANCIAL REPORT**

### **Claims:**

#### **a. Monroe Fire Protection District Claims:**

Mrs. Robinson went over the claims for Monroe Fire Protection District. Monroe Fire Protection District Claims dated April 9, April 16, April 19, April 23 and April 28, 2021 were presented for approval.

**Payroll:** Included the semi-monthly payrolls for April 2021.

Vice-Chair Kruzan called for a motion to approve claims for April 2021.

Fiscal Officer Brown made a motion to approve claims dated April 9, April 16, April 19, April 23 and April 28, 2021.

Chair Sorensen 2<sup>nd</sup>

Motion passed 5-0

#### **b. District 8 Claims:**

There were no District 8 claims.

#### **c. Financial Report:**

Mrs. Robinson went over the April 2021 financial reports. Vice-Chair Kruzan asked if we had any conflict of interests with individuals who are current members of the district. Fiscal Officer Brown did comment that he does have a conflict of interest form filed because he also sits on the Southern Monroe Water Authority. Vice-Chair Kruzan would like to be sure that we have on file any employees who have conflict of interests.

Fiscal Officer Brown made a motion to approve the Financial Statement dated April 30, 2021.

Ms. Courtright 2<sup>nd</sup>

Motion passed 5-0

**NEXT MONTHLY BUSINESS MEETING**

Vice-Chair Kruzan reminded everyone that our next scheduled regular board meeting for the Monroe Fire Protection District will be held on June 8, 2021 at 6:00pm via Zoom

**ADJOURN**

Vice-Chair Kruzan called for a motion to adjourn.  
Fiscal Officer Brown made a motion to adjourn at 6:48pm  
Chair Sorensen 2<sup>nd</sup>  
Motion passed 5-0

Dated: June 8, 2021

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*Vicky Sorensen*  
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Vicky Sorensen, Chair

DocuSigned by:  
*Mark Kruzan*  
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Mark, Kruzan, Vice-Chair

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*C. Ed Brown*  
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C. Ed Brown, Fiscal Officer

DocuSigned by:  
*Christina Courtright*  
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Christina Courtright, Trustee

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*Daniel Vest*  
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Daniel Vest, Trustee

Nye:

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Vicky Sorensen, Chair

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Mark Kruzan, Vice-Chair

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C. Ed Brown, Fiscal Officer

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Christina Courtright, Trustee

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Daniel Vest, Trustee

Copy furnished:

- Mrs. Vicky Sorensen, Chair
- Ms. Christina Courtright, Trustee
- Mr. Daniel Vest, Trustee
- Mr. George Cornwell, Deputy Chief
- Mrs. Christine Bartlett, Legal Counsel
- Station No. 21, Bulletin Board
- Station No. 24, Bulletin Board
- Station No. 29, Bulletin Board

- Mr. C. Ed Brown, Fiscal Officer
- Mr. Mark Kruzan, Vice-Chair
- Mr. Dustin Dillard, Fire Chief
- Mr. David Ferguson, Legal Counsel
- Station No. 22, Bulletin Board
- Station No. 23, Bulletin Board
- Station No. 25, Bulletin Board
- Station No. 19, Bulletin Board