



Monroe Fire Protection District



MINUTES OF MEETING OF THE BOARD OF TRUSTEES

Joel Bomgardner called a regular meeting of the Board of Trustees of the Monroe Fire Protection District to order at 6:03 p.m. EST Tuesday, February 11, 2020 at Station 21 located at 9094 S/ Strain Ridge Rd., Bloomington, Indiana. Public notice of the meeting had been duly made to local media by facsimile transmission and hard copy notices had been placed in all the usual places.

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

Those present were as follows: Joel Bomgardner, Chairman
C. Ed Brown, Fiscal Officer
Vicky Sorensen, Vice-Chairman

Those absent were as follows:

Others present were as follows: Dustin Dillard, Chief, MFD
George Cornwell, Deputy Chief, MFD
Tammy Bovenschen, Administrative Assistant MFD
Christine Bartlett, Attorney, Ferguson Law
Lt. Craig Patnode, MFD
FF Joe McWhorter Sr., MFD Volunteer President

Those absent were as follows:

CHANGE OR AMENDMENTS TO THE AGENDA

Mr. Bomgardner asked if there were any amendments or changes to the agenda. There were no amendments or changes to be made.

PUBLIC COMMENT

Mr. Bomgardner explained this was the time when any member of the public could speak to the board concerning any matter not listed on the agenda. Mr. Bomgardner explained that we do have a policy for public comment that is outlined on the back of the agenda. There was no public comment.

HEADQUARTERS
STATION 11
3953 S KENNEDY DRIVE
BLOOMINGTON IN
812-331-1906
812-336-1166 (FAX)

LAKEVIEW
STATION 21
9094 S STRAIN RIDGE RD
BLOOMINGTON IN
812-824-6077

KIRKSVILLE
STATION 23
8019 S ROCKPORT RD
BLOOMINGTON IN
812-824-6202

MINUTES OF PREVIOUS MEETING

Minutes from the January 14, 2020 regular board meeting were presented to the board for approval. Mr. Bomgardner called for a motion. Mr. Brown made a motion to approve the minutes of the regular meeting on January 14, 2020.

Mrs. Sorensen 2nd
Motion passed 3-0

Special Visitors

Jean Emory and Mike Hayes, from German American Bank spoke with the board concerning the upcoming merger with Van Buren and Northern Monroe Fire Territory. They wanted to emphasize their banks customer service. Ms. Emory stated that although they may not come in with the lowest interest rate for loans, they pride themselves in their customer service. Mr. Hayes stated that they were a loyalty bank, that they had built great relationships with both Rita Barrow and Kim Alexander.

Mr. Bomgardner thanked them for coming in, we appreciate them taking their time to introduce themselves to us.

OLD BUSINESS

a. District 8 Fiscal Agent

Chief Dillard stated the grant has been fully executed and that the first claims for reimbursement have been submitted. These are expenses from last November.

b. Legal Updates

1. Annexation

Mrs. Bartlett spoke with the board concerning the oral arguments on January 9, 2020 at the Indiana Supreme Court. We are still waiting on a decision.

2. Merger

Mrs. Bartlett stated that they are working on a resolution for the State Board of Accounts. This is for transferring township employees to the district. Mrs. Bartlett feels there will be several different things that will be required for the Merger process.

Chief Dillard explained that the resolution that Ferguson Law is working on is a formality which will allow SBOA to allow certain things to happen during the upcoming merger. Things like how much PTO time an individual can bring with them when the merger happens. We know that individuals have time banked up and we don't want them to have to lose things. State Board of Accounts has stated that if the board approves a resolution of items that they are allowing to be brought with individuals during the merger, it will all be legal.

Mr. Bomgardner stated that the Resolution, will continue to grow as the merger talks develop.

c. Rescue 22

Chief Dillard informed the board that the truck has arrived and would like for the board to go out and look the apparatus over after the meeting. Chief Dillard stated that training will be this Wednesday and Thursday, with a representative from E-one/Fire Service. Chief Dillard stated that there were a few things that still needed to be done to the truck. We have several items that we will be requesting for the truck later this evening.

d. Monroe Fire Protection District Future

Chief Dillard stated that Benton Township will be speaking at the county commissioners meeting tomorrow to make their formal request to join the district. Chief Dillard believes that Washington Township will likely be requesting to join soon. Barb Anderson Ooley met with Chief Dillard recently to discuss Washington Township. Chief Dillard also stated that the Ellettsville firefighter's union had spoken to Marty Stevens. Mr. Stevens would like to have a few discussions this year with the district on a possible merger.

Chief Dillard explained that there is still quite a bit to do with Van Buren and Bloomington township joining in 2021 and with the possibility of Benton and Washington township joining in 2022.

Mr. Bomgardner stated that Richland township is different than Ellettsville Fire. Chief Dillard explained that yes, Ellettsville Fire is governed by the Ellettsville Town Board. Ellettsville Fire relies greatly on Richland Township Fire. Mr. Brown asked if Bean-Blossom Township was wanting to join also and where Ellettsville Fire department sits. Chief Dillard stated that Bean-Blossom is not yet committed to joining the district, they are just waiting to see what happens with other townships. Chief Dillard stated that Ellettsville Fire mainly is in Richland township.

e. Administrative Assistant Personnel Manual

Chief Dillard followed up on the manual that was distributed a few months ago. After discussion, it was noted that this manual will be self-correcting with the merger discussions. Chief Dillard noted that there were a couple of issues that we should discuss. There are only a few changes in the current manual that must be discussed.

Mr. Brown moved to approve the administrative manual with the simple corrections to PTO time.

Mrs. Sorensen 2nd

Motion passed 3-0

Mrs. Bartlett clarified that the simple background check that Mrs. Sorensen had asked about at the December meeting is a background check looking for felonies and arrests on misdemeanors.

f. Ladder Truck Purchase

Chief Dillard discussed with the board the possibility of purchasing Northern Monroe Fire Territories Ladder Truck. This truck is a 55 ft ladder truck. Chief Dillard explained that any fire at the pointe, we would be requesting the ladder truck from NMFT. Chief Dillard mentioned that NMFT is purchasing a new ladder truck during the 2020 calendar year. By purchasing their old ladder truck, the district will then own two beginning 2021. The use of funds from MFD will help NMFT purchase a new truck and give us access to a ladder truck immediately.

Chief Dillard has requested rates from banks for a loan to purchase. NMFT's new truck will not be ready until close to the end of the year. We will work to get the financing ready for the March meeting.

New Business

a. Department Updates

Chief Dillard went over the statistics for January 2020.

1. Statistics	<u>January 2020</u>
Fire	9
EMS	86
MVA	8
Haz Cond	4
Service	2
Good Intent	3
False Alarm	7
Special Weather/Natural Disaster	0
Special Incident	0
Total Runs	119
Mutual Aid	
Given	2
Received	8
Average District Response time	7:12
Clear Creek Township	8:28
Indian Creek Township	9:38
Perry Township	5:58
Polk Township	14:00
Salt Township	11:40
Paid Off Duty Response	76
Volunteer Response	31
Volunteer Standby Time	287.5
Average Volunteer/Standby hours day	9.27

2. Fuel Costs	<u>January</u>	<u>Year to date</u>
Station 11	\$ 930.85	\$ 1,738.04
Station 21	\$ 949.91	\$ 1,545.82
Station 23	\$ 252.68	\$ 324.54
Command	\$ 387.68	\$ 628.33
Total Fuel Costs	\$2,521.12	\$ 4,236.73

b. Conflict of Interest Forms

Mrs. Bovenschen presented the board with the conflict of interest forms for Mr. Bomgardner and Mr. Brown to sign. Mrs. Bartlett will file the forms with the county.

c. Volunteer Contract

Chief Dillard noted that there are no significant changes in the contract from last year. Volunteer President, Joe McWhorter Sr. can answer any questions from the board concerning the contract. Chief Dillard stated that a few years back the contract was increased by \$8,000. This year the organization is purchasing SCBA masks for all members. The masks will be owned by the Volunteer organization. Mr. McWhorter stated that \$4,500 will be used to purchase the SCBA's.

Mr. Brown questioned section 15 where it states, "does not knowingly engage in investment activities in Iran by providing goods or services worth \$20,000,000 or more in value to the energy sector of Iran". Chief Dillard explained that this was a legal Indiana Code, which must be listed on the contract.

Mr. Bomgardner tabled the contract until the March meeting so that the board has time to look over the new contract. Mr. Bomgardner as Mr. McWhorter Sr. to attend the March meeting held at Station 23.

d. Rescue 22 Equipment Purchases

Chief Dillard explained that the CUMM fund has set aside the money to purchase the equipment needed to supply Rescue 22, approximately \$44,000. Deputy Chief Cornwell discussed each of the items needed to get Rescue 22 in service.

1. Donley Safety – 10 new SCBA bottles for Rescue 22 - \$7,998.50
Mr. Brown made a motion to purchase the SCBA bottles
Mrs. Sorensen 2nd
Motion passed 3-0
2. Fire Service Inc – 3 ladders for Rescue 22 - \$1,134.75
Mr. Brown made a motion to purchase the 3 ladders
Mrs. Sorensen 2nd
Motion passed 3-0
3. Fire Service Inc – Pac Trac System - \$2,409.52
Mr. Brown made a motion to purchase the Pac trac system
Mrs. Sorensen 2nd
Motion passed 3-0

4. Poly Tech America – Poly boxes, paratech strut mounts, and base end quick mounts. - \$2,118.34
Mr. Brown made a motion to purchase the items from Poly Tech America
Mrs. Sorensen 2nd
Motion passed 3-0
5. Dirt Sportz – Honda generator eu3000i - \$2,279.00
Mr. Brown made a motion to purchase the eu300i Honda generator from Dirt Sportz.
Mrs. Sorensen 2nd
Motion passed 3-0
6. Bender Lumber – Hand Tools - \$2,800.00
Mr. Brown made a motion to approve purchasing of hand tools from several businesses, not to exceed \$2,800.00
Mrs. Sorensen 2nd
Motion passed 3-0

e. 2021 MFD Job Descriptions

Chief Dillard presented the board with the Battalion Chief job description. This is just for information for the board this evening. This will put a chief on station 24 hours a day, 7 days a week. These positions (2) will be open to the entire district (including incoming departments). Chief Dillard expressed that this is a very important position for the new department. The job description distributed to the board this evening has been approved by all three-department chiefs. Mrs. Sorensen asked what “reports done daily” means. Chief Dillard stated that means any of the daily reporting that is done by staff such as daily truck check, daily inventory of equipment. The Battalion Chief would make sure all reporting is done in a timely manner. Mrs. Sorensen asked a few other questions that Chief Dillard addressed.

Mr. Bomgardner asked if the position would have a home station. Chief Dillard stated that yes, the individual would have a home station and the Battalion Chief will oversee either 3 or 4 stations.

Mr. Brown asked how long the process had been to get this job description ready. Chief Dillard stated that they had worked on it for a lengthy period and that all department chiefs agreed with this job description.

Mr. Brown made a motion to accept the Battalion Chief job description as presented.

Mrs. Sorensen 2nd

Motion approved 3-0

f. Bloomington Speedway

Chief Dillard informed the board that the new promoters of the Bloomington Speedway had contacted him concerning coverage on race nights. Chief Dillard stated that they would like to have personnel on site for every race they hold. Chief Dillard explained that we are involved in every call to the Bloomington Speedway as it is within our jurisdiction. He stated that several years ago, we had Rescue apparatus at the speedway for each race. But in the past few years, the track owners

had contracted with individuals. Mr. Brown and Mr. Bomgardner both asked if this would be a contract with the Bloomington Speedway or if we would do a billing per night. Chief Dillard stated that he believes it would be best if we billed them for each race that we work at instead of a contract. Chief Dillard expressed that this is a high-risk function in the community and feels our presence at the track will be positive to the track and for MFD.

Chief Dillard stated that he expressed to the Speedway that it would be a cost of \$150-200 per night for apparatus and \$70 hour for personnel (2). Mr. Bomgardner asked if we could get the hazardous materials response rate instead for the apparatus. Chief Dillard stated that he will speak to them about the increase in the apparatus amount. Chief Dillard stated that we have the equipment to send to the speedway and still be able to have station 11 in service.

No action required on this.

g. GAPP Financial Report

Chief Dillard explained that he, Mr. Brown and Mrs. Bovenschen had attended a meeting with the county concerning new GAPP financial reporting. This is not a requirement for us; however, it is a requirement that the county do this. We are reviewing the policies that they have sent to us and will send to legal for their review. We will keep the board informed as the process goes along.

Claims and Financial Report

Claims:

a. Monroe Fire Protection District Claims:

Mrs. Bovenschen went over the claims for Monroe Fire Protection District. Monroe Fire Protection District Claims dated January 24, January 30, February 3, and February 11, 2020 were presented for approval.

Mr. Brown motioned to approve MFD claims dated January 24, January 30, February 3 and February 11, 2020.

Mrs. Sorensen 2nd
Motion passed 3-0

b. District 8 Claims:

Chief Dillard went over the District 8 claims dated February 11, 2020.

Mr. Brown made a motion to approve the District 8 claims dated February 11, 2020.

Mrs. Sorenson 2nd
Motion passed 3-0

c. Financial Report:

Chief Dillard went over the January 2020 financial report. Chief Dillard stated that to be on track we should have only spent 8.33%. We are not way ahead, but we are starting off better this year, than last year.

Payroll: Included the semi-monthly payrolls for January 2020.

Mr. Brown made a motion to approve the Financial Statements dated January 31, 2020, and payrolls for January 2020.

Mrs. Sorensen 2nd
Motion passed 3-0

ADDITIONAL COMMENTS

Mr. Bomgardner wanted to thank Chief Dillard for the awards dinner. Mr. Bomgardner also thanked the board for coming up on stage to award Chief Dillard for his dedication to MFD and the administrative work he has done with the upcoming merger's.

NEXT MONTHLY BUSINESS MEETING

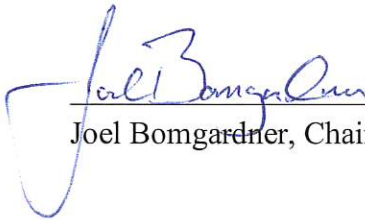
Mr. Bomgardner reminded everyone that our next scheduled regular board meeting for the Monroe Fire Protection District will be held at 6:00pm at 8019 S. Rockport Road, Bloomington, IN 47403, Station 23 on March 10, 2020.

ADJOURNMENT


There being no further business to properly come before the board, Mr. Bomgardner called for a motion to adjourn.

Mr. Brown motioned to adjourn at 7:25pm on Tuesday February 11, 2020.

Mrs. Sorensen 2nd
Motion passed 3-0.


Joel Bomgardner, Chairman


Ed Brown, Fiscal Officer


Vicky Sorensen, Vice-Chairman

Copy furnished:

Mr. Bomgardner, Chairman
Mrs. Sorensen, Vice-Chairman
Mr. Cornwell, Deputy Chief
Mr. Ferguson, Legal Counsel
Station No.11, Bulletin Board

Mr. Brown, Fiscal Officer
Mr. Dillard, Fire Chief
Station No. 23, Bulletin Board
Station No. 21, Bulletin Board