



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 6:00p.m. EST Wednesday, August 10, 2022. The meeting was held in person at Station 29, 2130 S. Kirby Road, Bloomington Indiana and via Zoom for public to view. 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.

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

Those present were as follows:

Vicky Sorensen, Chair
Mark Kruzan, Vice Chair
C. Ed Brown, Fiscal Officer (arrived at 6:02pm)
Michael Baker, Trustee
Christina Courtright, Trustee
Kevin Robling, Trustee
Dan Vest, Trustee

Those absent were as follows:

Others present were as follows:

Dustin Dillard, Chief
George Cornwell, Deputy Chief, Operations
Steve Coover, Deputy Chief, Community Risk Reduction
Matt Bright, Deputy Chief, Special Operations/EMS
JJ McWhorter, Assistant Chief, Training
Joel Bomgardner, Assistant Chief, Administration
Christine Bartlett, Attorney, Ferguson Law
Jeff Combs, Captain
Tammy Bovenschen, Administrative Assistant
Lorie Robinson, Financial Assistant
Darrell Cooper, IT Specialist

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

CHANGES OR AMENDMENTS TO THE AGENDA

Chair Sorensen asked if there were any amendments or changes to the agenda. There were no requests for changes or amendments to the agenda.

PUBLIC COMMENT

Chair Sorensen explained this was the time when any member of the public could speak to the board concerning any matter not listed on the agenda. There were no public members requesting to speak.

MINUTES OF PREVIOUS MEETING

Minutes from the July 13, 2022 regular meeting, were presented to the board for approval. Chair Sorensen asked for a motion to approve the minutes.

Trustee Robling made a motion to approve the minutes of July 13, 2022 as presented.
Trustee Baker 2nd

Chair Sorensen asked Mrs. Bovenschen if roll call vote was required. Mrs. Bovenschen explained that since there were no board members on Zoom this evening a roll call vote was not required.

Motion passed 6-0 (Fiscal Officer Brown arrived directly after the vote)

UNFINISHED BUSINESS

Mrs. Bovenschen reported no unfinished business.

NEW BUSINESS

Department Updates

a. Legal Updates

Legal Counsel, Mrs. Bartlett stated that the deed transfers for Washington Township has been completed. Mrs. Bartlett informed the board that they are continuing to work on Benton transfers of the building and property (Station 24). The issues are related to Benton township, and explained that the agreement we have with Benton Township will remain until the transfers are complete.

b. Statistics

	<u>July 2022</u>
TOTAL Emergency Calls	443
Fire Calls	25
Over Pressure Rupture, Explosion, Overheat	0
EMS Calls	295
Hazardous Conditions	6
Service Calls	46
Good Intent Calls	37
False Alarms	32
Severe Weather	0
Special Incidents	2

Incidents by Township	4021
Benton	25
Bloomington	51
Clear Creek	36
Indian Creek	09
Perry	119
Van Buren	143
Washington	19

Trustee Robling asked why so many incidents happen in Perry and Van Buren Townships. Deputy Chief Bright stated this was due to population density, more growth on the west and south side of the county.

Incidents – Contracted Townships	24
Polk	10
Salt Creek	14

Incidents by Aid Given	17
Bean Blossom	0
Bloomington City	11
Ellettsville	1
Richland Township (EFD)	1
Greene County	3
Lawrence County	1
Brown County	0
Owen County	0
Morgan County	0

AID Received - June	4
Year to Date	16

Average Response (dispatch to arrival on scene)	7 min 30 sec
Average Turnout (dispatch to enroute)	1 min 03 sec
Average Time on Scene	34 min 40 sec

SOR (Statements of Refusal) signed: 3

Trustee Courtright thanked Deputy Chief Bright for the information on heart attacks and Mondays, which was a follow up from the June meeting.

c. Emergency Medical Services – Special Operations

Chief Dillard updated the board on the current situations:

- Currently have 1 individual on light duty
- Annual Physicals are underway
- Currently have 3 individuals with COVID exposures

Accomplishments:

- Requested quotes for physicals from IU Health
- Contact with FORTE (IU Methodist Sports Medicine) concerning injuries that would require physical therapy
- Re-initiated conversation with Dr. Gardener (St. Vincent's) concerning our medical direction in the future
- EMS Storage room has been completed

Planned Activities:

- Obtain quotes for physicals for 2023
- Investigate reporting and billing options for ambulance
- Continue to work on equipment standardization across the District

Trustee Courtright stated that she had been made aware that there were several ambulances recently diverted to Monroe Hospital. She asked if this is something that we are aware of. Deputy Chief Bright stated that they had a recent Medical Control Board meeting it was made clear that the ambulance is no longer under that board and takes direction from the hospital directly. Deputy Chief Bright stated that yes, IU ambulance service had been diverting patients to Monroe Hospital for some time now. Deputy Chief Bright also stated that Monroe Hospital was even on diversion recently, he was unaware of where they were diverting their patients too.

Chair Sorensen asked if there was a way to get better communication with IU Ambulance? Deputy Chief Bright stated that we have been trying, but he doesn't believe that it is something here locally that is the issue, he feels that the communication needs to come from Indianapolis. He stated that it is scary when we hear radio traffic and they are requesting ambulances from Owen County, Brown County, Morgan County, Greene County and Lawrence County.

Chair Sorensen asked if Deputy Chief Bright had any information on our current health insurance quoting process. Administrative Assistant Bovenschen stated that currently Bill C. Brown, our insurance broker, had taken our group census and will be getting back with quotes for us in the near future from Anthem, United Healthcare, IU Health and SIHO. Mrs. Bovenschen noted that we don't expect to have quotes until October at the earliest.

Deputy Chief Bright went over some of the statistics concerning heart attacks and Fire/EMS employees. Trustee Baker stated that insurance companies like Farm Bureau have events where members can come in and have certain medical scans and testing performed for a small fee. Is this something the district's insurance company will do? Deputy Chief Bright stated that our annual physicals do cover some of those tests and scans that Trustee Baker was referring to.

d. Operations

Deputy Chief Cornwell went over his Operations report:

- Apparatus out of service:
 - Rescue 21
 - Engine 21
 - Marine 21
 - Tender 23
- Engine 22 has arrived and is here for the board to look at after the meeting this evening
- Items approved for E22 have been ordered and are beginning to arrive
- Continuing to contact our Ford representative Sam, to see when our build will begin

Planned Activities:

- Engine 22 training
- Installing tools on Engine 22

Trustee Robling asked how the budget line for maintenance was on our vehicles. Fiscal Assistant Robinson explained that our vehicle maintenance line was looking ok for this time of year, however our vehicle repair line was edging up a little. Trustee Robling asked what the difference was between a maintenance line and a repair line was. Mrs. Robinson explained that the vehicle maintenance line was used when we purchased things and repaired equipment on our own, and the vehicle repair line was when we had to have someone else repair our vehicles.

Chair Sorensen asked what determined where we took a vehicle to be repaired. Deputy Chief Cornwell explained that it actually depended on the truck. Some places may not be able to work on certain vehicles.

Fiscal Assistant Robinson reminded the board that the small vehicles from Ford were funds that were incumbered from 2021. If we do not receive the vehicles in 2022, she will have to inquire to see if we can incumber the money into 2023.

e. Training

Assistant Chief McWhorter gave the training report:

- Total Training hours for July: 3,231.75
 - Full Time Personnel: 2,522.50
 - Part Time Personnel: 582.25
 - Volunteer part-time: 127
- 20 personnel attended the bus extrication training
- Hosted retired Fire Chief Don Abbott from Wayne Township and also Phoenix, who instructed Big Box Stores and Maydays. IT Specialist Cooper was able to stream the training to all 7 stations
- Personnel from Station 21 and 22 will be trained to technician level in ropes rescue. This will require 2 different State level certifications and should be completed by November

- Personnel from Station 25 and 39 will be trained to technician level in Hazmat. This will require a 2-week class that will take place at Station 25 beginning in September
- Personnel will be doing on shift training on several topics: building construction, EMS audit and review, SCBA's, wildland firefighting, foam and hazmat operations

Planned Activities:

- ARFF Specialties will be instructing our 8-hour refresher course on August 30. This company will bring an airplane simulator for the live portion of the class. If any board trustee would like to visit and see the training, please stop by in the afternoon, off of airport road
- Operator Aerial class begins in September, this is the 4th portion of the driver operator series

Vice-Chair Kruzan asked why the district was training with the airport personnel. Chief Dillard explained that during the merger some of the discussion with the airport was that the District would take over the fire and rescue responsibilities from the airport. Chief Dillard explained that currently we are put on standby when larger air craft are landing and that we have personnel in the ARFF vehicle.

Chair Sorensen thanked Assistant Chief Bomgardner for the invitation to the volunteer association meeting recently. She stayed after the meeting and watched some of the members during training. This month they were working on transporting a patient on a backboard.

f. Community Risk

Deputy Chief Coover updated the board on ongoing events.

- Working two additional arson cases, one from July 4 the other from July 31
- Continuing to work with INDOT and Monroe County on an MOU for Burch Road
- Continue to look for a new contractor to install the new gate system at Burch Road and I69
- Working with Adult Protective Services on installation of smoke alarms in homes that they feel need assistance
Beginning January 2023, we will be a board member on the Monroe County Mental Health board

Accomplishments:

- We are now partnered with the US Department of Veteran Affairs
- More training for our Peer Support Group through the VA
- Provide special gun locks, medical mail bags all provided by the VA
- Safe Haven box is being prepped and installation will begin hopefully in two weeks at Station 25

- Several community events in July including fireworks, parades, Stone Belt Shine car show and the Monroe County Humane Society clinic at station 24

Planned Activities:

- Continue to work with the Veteran Affairs
- Continue to work on the Fire Protection Ordinance
- Work on the Residential Inspection Program

Chair Sorensen asked why we did not participate with the Hilly Hundred. Mrs. Bovenschen stated that the Hilly Hundred had contacted us already this year. They will use Station 25 as a rest area, as they have done for several years. Mrs. Bovenschen stated that the event is in October.

g. Administrative Report

Chief Dillard went over items from the administrative report.

Current Activities:

- Station 23 facelift is underway
- 2023 Budget Process underway
- SBOA audit for 2018 & 2019

Accomplishments:

- Two new volunteer applications received and two volunteers are released to make runs
- IT Specialist Cooper has negotiated Comcast Internet contracts for 24-months
- Auxiliary fun night was held with around 80 members participating
- Part-time firefighter process has begun, we plan to bring applicants to the board in September
- Concrete bids for station 23 are in the packet. Chief Dillard stated this work was necessary to complete other improvements. Of the two bids submitted, the low bid of \$25,600 also had immediate availability. The second bid of \$33,240. Chief Dillard authorized the project to begin due to the already delayed timeline
- Framing has begun on station 23
- Chief Dillard stated that we have about \$130,000 in total to spend on the entire project. A slide show was shown of the progress at Station 23

Planned Activities:

- Transfer remaining titles from Benton Township and plate remaining apparatus
- Continue to work on the SBOA audit of 2018 & 2019
- Continue to work on the Monroe County GAAP Audit for 2021
- Continue to work on the 2023 budget

Trustee Robling requested a map of the District stations.

NEW BUSINESS

a. 2023 Budget

Chief Dillard explained that looking back beginning in 2019 when the merger talks began, the budgets were also being worked on. When we merged we knew that there would be a significant tax impact. We knew this would happen due to bringing the departments together and the tax rates leveling out. We knew it was worthwhile when we had those meetings to explain to the taxpayers that at that time our staffing was inadequate and although we had adequate equipment, without the staffing it didn't matter. So, during those merger talks, we came up with a 5-year phase in of staffing needs. This is year 3 of that 5-year budget planning.

When we began the budget this year, we looked at where in the phase in plan we should be. We have added the 6 full-time firefighters and increased the categories associated with that. Chief Dillard explained that it is was important to add personnel this year due to the offset in income tax next year.

We looked at the state's growth factor of 5%. We looked at actuals from last year to get more correct numbers. The total budget increase is 10.54% this year and the District tax rate should drop to 3.26% to .2584

Chief Dillard explained that the salary lines have increased by 3% cost of living increase. The training captain position was repurposed to four part-time positions, one each for maintenance/mechanic, community risk reduction, administration and training.

Chief Dillard went over each line of the budget.

Chief Dillard explained that our health insurance increase is at 43%. This is due to the fact that we did have locked in pricing from 2020-2022. We have been told that our claims history since the merger has increased at a greater rate than expected and to expect a substantial increase. Chief Dillard explained that in previous years he had budgeted for at least a 15% increase for health insurance, however with our claim's history the past two years, he needed to budget higher. Trustee Robling asked if the District has looked at being self-insured for health insurance? Chief Dillard explained that we have not. Trustee Robling explained that at the county it seemed to be better for that larger group. Trustee Robling stated that at the county they had a 3rd party group maintain the claims. Chief Dillard stated that we could look at that next year.

Vice-Chair Kruzan asked what is the lowest salary for a full-time employee with the district. Chief Dillard stated that the salary for a full-time first-class firefighter is \$63,654 and for a probationary firefighter \$57,288. Mrs. Robinson stated that most of our firefighters are paid the same base salary, and the cost of living increase is based on the base salary. Salary differences are based on rank and is not factored in the increase each year.

Vice-Chair Kruzan asked what the growth remaining was at the bottom of the page. Chief Dillard explained that the state tells us each year the amount our budget is allowed to grow. We take the 2022 budget and apply the amount we are allowed to increase the budget without impact. The amount is in the negative due to the additional firefighters in the 2023 budget. Chief Dillard explained that the 2022 budget was \$12,442,748 and for 2023 \$13,908,107. Chief Dillard stated the growth factor was \$622,137. Chief Dillard explained we increased \$843,222 above what the regular growth would be. After the phase in program is over in 2026, we will want to see that line at 0. Traditionally the District in the past our tax rate will decrease. Trustee Courtright stated that we are basically frontloading ourselves and that it will eventually even out. Trustee Robling asked about the Benton township meetings and tax rates. During the meetings Trustee Robling felt that it was explained that the taxes will go up and then back down for townships who join the district. This year, Benton township residents saw a substantial increase in their taxes, will the amount drop as much as it went up? Chief Dillard explained that the initial townships that joined, Indian Creek, Van Buren, Perry, Clear Creek and Bloomington, taxes went down this year (District formed 2021). In 2023 Benton residents should see a reduction and should be an estimate of 3.2%. Trustee Robling feels that the residents of Benton township may have been misled by believing their taxes would increase for only a year and then come back down, however the increase was extreme and the reduction the next year is not very much. Chief Dillard explained that during the presentations the amounts were actually higher. Fiscal Assistant Robinson noted that although many individuals' taxes went up a substantial amount, that was contributed to not only the district, but the assessor's office doing reassessment of homes, at rates of 20-40 thousand dollars more, plus storm water fees increased.

Chief Dillard explained that we looked at the actuals during 2021 when working on the supplies and services lines. Chief Dillard explained the new color guard supply line. Chair Sorensen asked why percentages were different for two lines.

Chief Dillard explained the increase in worker's compensation was due to the number of claims submitted during the last 5 quarters. Trustee Robling asked for clarification of the types of injuries we have had since the 2021 merger. Administrative Assistant explained we have had COVID claims, lacerations, ACL replacement due to stepping off truck, lots of physical therapy claims.

Trustee Robling asked if we pay legal counsel hourly or if we have a contracted amount for each meeting. Chief Dillard explained that we pay hourly.

Chief Dillard explained that the Gateway forms will be submitted to the county by August 31. Trustee Courtright thanked the administration for the report including the 2021 actuals, the 2022 budget and the proposed 2023. This helped to clearly see the budget for new board members.

Chief Dillard went over each line of the 2023 Cumulative Special Fire budget. Fiscal Assistant Robinson stated that the Engine 22 line is slightly lower than it should be, due to the wrong number of the amortization schedule.

Chief Dillard will bring back for a vote at the September meeting.

b. Station 23 update

This was address earlier

c. Financial – Claims

Financial Assistant Robinson presented claims signed July 7, July 14 and July 26, 2022. Claims for fitness equipment will be reimbursed from grant funds.

Fiscal Officer Brown made a motion to approve claims for July as presented.

Trustee Robling 2nd

Chair Sorensen called for a vote

Motion passed 7-0

The slide presented for Zoom was the incorrect slide. After the correct slide was shown, the vote was called again.

d. Payroll: Included the semi-monthly payrolls for July 2022. Administrative Assistant Bovenschen stated that the payrolls for July includes a 28-day period and normal payroll period with a holiday (July 4).

Fiscal Officer Brown made a motion to approve the payrolls for July as presented.

Trustee Robling 2nd

Chair Sorensen called for a vote

Motion passed 7-0

e. Financial – Statement

Financial Assistant Robinson stated that our normal expenditures at the end of July would be 58.3% and we have spent currently 52.9% of the General fund. We have paid in full the worker's compensation for the year.

Financial Assistant Robinson stated that the Certified Financial Statement for July 31, 2022 is presented for your approval.

Fiscal Officer Brown made a motion to approve the certified financial statement as presented for July 31, 2022.

Trustee Robling 2nd

Chair Sorensen called for a vote

Motion passed 7-0

f. New Bank Account for Donation Fund

Financial Assistant Robinson explained that in 2021 we created the donation fund, and now we would like to take those donation funds and put them into a specific bank account instead of just a separate fund.

Trustee Robling made a motion to approve the new bank account for donation funds. Vice-Chair Kruzan asked if the signature requirements will be the same. Mrs. Robinson stated that yes, the same requirements.

Fiscal Officer Brown 2nd
Chair Sorensen called for a vote
Motion passed 7-0

NEXT MEETING

Chair Sorensen stated that the next meeting will be September 14, 2022, at Station 22, located at 3953 S. Kennedy Drive, Bloomington, IN. The meeting will also be held via zoom.

Chief Dillard commented that he wanted to get back to Trustee Robling on the tax rates for Benton Township. Chief Dillard stated that we presented for the 2022 rate of .3855 and we are actually at .2669, we were 31% less than we originally had stated. Trustee Robling said he understands that. He doesn't feel that the District misled the residents of Benton.


Deputy Chief Cornwell reminded the board to step outside and look at Engine 22.

ADJOURN

Chair Sorensen called for a motion to adjourn.
Trustee Robling made a motion to adjourn at 7:46pm
Fiscal Officer Brown 2nd
Motion passed 7-0

Minutes approved by the board of trustees on August 10, 2022:

Aye:



Vicky Sorensen, Chair



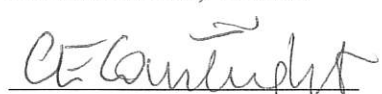
Mark Kruzan, Vice-Chair



C. Ed Brown, Fiscal Officer



Michael Baker, Trustee



Christina Courtright, Trustee

Nye:

Vicky Sorensen, Chair

Mark Kruzan, Vice-Chair

C. Ed Brown, Fiscal Officer

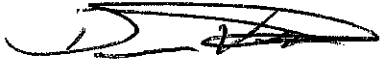
Michael Baker, Trustee

Christina Courtright, Trustee



Kevin Robling, Trustee

Kevin Robling, Trustee



Dan Vest, Trustee

Dan Vest, Trustee

Copy furnished:

Mrs. Vicky Sorensen, Chair
C. Ed Brown, Fiscal Officer
Ms. Christina Courtright, Trustee
Mr. Daniel Vest, Trustee
Mr. George Cornwell, Deputy Chief
Mrs. Christine Bartlett, Legal Counsel
Station No. 22, Bulletin Board
Station No. 24, Bulletin Board
Station No. 29, Bulletin Board

Mr. Mark Kruzan, Vice-Chair
Mr. Michael Baker, Trustee
Mr. Kevin Robling, Trustee
Mr. Dustin Dillard, Fire Chief
Mr. David Ferguson, Legal Counsel
Station No. 21, Bulletin Board
Station No. 23, Bulletin Board
Station No. 25, Bulletin Board
Station No. 39, Bulletin Board