



# 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, April 13, 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.

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
- C. Ed Brown, Fiscal Officer
- Christina Courtright, Trustee
- Dan Vest, Trustee

Those absent were as follows:

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
- Tammy Bovenschen, Administrative Assistant MFD
- Lorie Robinson, Financial Assistant MFD
- Christine Bartlett, Attorney, Ferguson Law
- Rita Barrow, Van Buren Township Trustee

## CHANGES OR AMENDMENTS TO THE AGENDA

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

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

## **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. Mrs. Bovenschen read the policy for public comment. There was no public comment. Ms. Courtright asked if this would be the only time for public comment. Mrs. Bovenschen stated that yes, this would be the only time for the public to comment on items not listed on the agenda.

## **MINUTES OF PREVIOUS MEETING**

Minutes from the March 9, 2021 board meeting were presented to the board for approval. Chair Sorensen ask if there were any questions or comments concerning the minutes. Seeing none, Chair Sorenson called for a motion to approve the minutes.

Mr. Krusan made a motion to approve the minutes of March 9, 2021 as presented.  
Mr. Brown 2<sup>nd</sup>  
Motion passed 5-0

## **OLD BUSINESS**

### **a. Legal Updates**

#### **i. Van Buren**

Mrs. Bartlett informed the board that the attorneys had met recently to finalize the paperwork for Van Buren. Mrs. Barrow, Van Buren Trustee, has hired a new attorney, Eric Koch to complete the final documents. Mrs. Bartlett stated that they hope to finalize everything in the next few weeks.

Chief Dillard informed the board that Mrs. Barrow will be having an Open House for Station 39 on Saturday, April 17, from 1-4pm. We hope to have firefighters occupying the new building by May 3.

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

Chief Dillard informed the board that he had received numerous phone calls when residents received their newest tax bills. Most calls were questioning the special line – which seems to be the largest increase for everyone – which also includes the Solid Waste District rate, (some of which were formerly in the township tax line). Chief Dillard noted that when individuals were calling the auditor's office, accessors office and the treasurer's office with the county, they were being instructed to call the Monroe Fire Protection District.

Chief Dillard spoke with the H-T and also wrote a letter to taxpayers (which was posted on our website) explaining the increase in special tax as it related to the fire district.

There was discussion about asking to have the special tax line on the bills read fire protection, however, it was noted that these forms are standard for the entire state and this request would have to go through DLGF.  
Mr. Kruzan wanted to thank the administration for fielding the numerous calls from tax payers this week.

**c. COVID-19 Information**

**i. Homebound Hoosiers**

Deputy Chief Coover informed the board that we are still continuing to help with the Homebound Hoosier vaccination program. We have administered approximately 100 vaccinations. DC Coover stated that we will be assisting with vaccinations at the convention center and can still use help. There will be positions as usher's and escorts, which do not require EMS training. If anyone would like to help, please contact DC Coover at the Annex.

DC Coover informed the board that Monroe County will not be administering any mass vaccines within the county.

Deputy Chief Bright informed the board that we currently have 2 employees out on quarantine, both have had a negative test result, but live with an individual who has tested positive.

**d. Engine 22 Approval**

Deputy Chief Cornwell explained that the bid for new Engine 22 has been reviewed. The bid received was for a 2021 Typhoon Model built by E-One. DC Cornwell informed the board that after completion of the truck it is driven to our location from the Florida manufacturing facility.

Chief Dillard stated that we received two bids for financing the new engine, with a third option from the manufacturer (which was listed in the bid documents)

Chief Dillard went over the financing options. (see appendix A – Engine 22 Loan Estimates) Chief Dillard is recommending Peoples State Bank, 5-year term loan, with \$100,000 down payment. The loan would be for \$604,866.00

Chair Sorensen asked for any further discussion. Seeing none, Chair Sorensen called for a motion.

Mr. Brown made a motion to accept the 5-year loan with Peoples State Bank. The APR will be 2.15%

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

Motion passed 5-0

**NEW BUSINESS**

**a. Department Update****i. Statistics**

Deputy Chief Bright went over statistics for the month of March.

	<u>March 2021</u>
<b>TOTAL Emergency Calls</b>	<b>320</b>
Fire Calls	31
Over Pressure Rupture, Explosion, Overheat	1
EMS Calls	243
Hazardous Conditions	1
Service Calls	1
Good Intent Calls	31
False Alarms	12
Severe Weather	0
Special Incidents	0
<b>Incidents by Township</b>	<b>252</b>
Bloomington	37
Clear Creek	25
Indian Creek	11
Perry	89
Van Buren	91
<b>Incidents -- Contracted Townships</b>	<b>45</b>
Benton	17
Polk	0
Salt Creek	16
Washington	12
<b>Incidents by Aid Given</b>	<b>21</b>
Bean Blossom	1
Bloomington City	5
Ellettsville	6
Richland Township (EFD)	6
Solsberry	2
Springville	1
Average Response (dispatch to arrival on scene)	7 min 46 sec
Average Turnout (dispatch to enroute)	1 min 12 sec
Average Time on Scene	25 min 03 sec

DC Bright explained that 80% of our calls are overlapping. He also noted that we have had an increase in fires – which happens usually this time of year due to brush fires.

Ms. Courtright mentioned that the brush fire on Easter Sunday was on her property. She commended our staff for the quality of service and professionalism they had while putting the fire out.

Assistant Chief of Training, JJ McWhorter informed the board of two upcoming training opportunities for crews. We have acquired two structures and will complete live burn training on them. We have received our IDEM permits and the houses were cleared of asbestos, which is a requirement prior to burning a structure for training. Ms. Courtright asked how we acquired the homes. Mr. McWhorter stated that it is mainly word of mouth, these home owners contacted us about burning the structure. We then have an inspection done on the home to determine if there is asbestos. The homeowner must remove the siding and roofing (shingles or metal). During a live burn, the training officers will set several small fires in the structure and crews will work to put out the fires and determine origin of the fire. After several hours of training we then set another fire and let the structure burn. Our first live burn will take place on Saturday April 24, 2021 at a home located on Old State Road 37 near the Starlight Drive-In.

**ii. ISO Review**

Deputy Chief Bright explained to the board that we are gathering all of the information for our upcoming ISO review. DC Bright noted that combining the three departments and gathering all of the needed information from all three areas has been a lot of work, but everyone has worked together effortlessly to get ready.

Deputy Chief Coover noted that in the two-year span that the ISO review covers, between the three departments we had contact with 45, 570 people. DC Coover also noted that we have done 270 preplans for commercial buildings within the county. DC Coover pointed out that these are bonus points we receive and should equal about ½ rating for us. Chair Sorensen asked if this was something that all fire departments must do. DC Coover explained that yes, all departments go through an ISO review every few years. Mr. Brown congratulated the staff on doing such a fine job. Vice Chair Kruzan stated that this was a huge investment to the community and thanked everyone for their efforts in getting the review completed.

**b. Resolution 21-003 Electronic Funds Transfer**

Mrs. Robinson informed the board that this resolution is just to formalize what we are already doing by board approval. State Board of Accounts is now requiring a resolution to be adopted by our board.

Mr. Brown made a motion to approve Resolution 21-003 approving the use of electronic funds transfer for payments made.

Vice Chair Kruzan 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 February 25, March 4, March 10, March 17 and March 29, 2021 were presented for approval.

Chair Sorensen asked about the payment to Indiana Chamber. Mrs. Robinson stated that when we had the MEWA insurance plan that we were required to join the Indiana Chamber, but we will continue as a member because there are so many additional benefits that they can provide for us. Mrs. Robinson explained that we get access to political advocates who will talk to legislators on behalf of fire districts along with other benefits.

**Payroll:** Included the semi-monthly payroll for March 2021.

Mr. Brown made a motion to approve district claims dated February 25, March 4, March 10, March 17 and March 29, 2021.

Ms. Courtright 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 March 2021 financial reports.

Mr. Brown made a motion to approve the Financial Statement dated March 30, 2021.

Vice Chair Kruzan 2<sup>nd</sup>  
Motion passed 5-0

## **NEXT MONTHLY BUSINESS MEETING**

Chair Sorensen reminded everyone that our next scheduled regular board meeting for the Monroe Fire Protection District will be held on May 11, 2021 at 6:00pm via Zoom

## **ADJOURN**

Chair Sorensen called for a motion to adjourn.

Mr. Brown made a motion to adjourn at 7:03pm

Vice-Chair Kruzan 2<sup>nd</sup>  
Motion passed 5-0

Dated: May 11, 2021

Aye:

DocuSigned by:

*Vicky Sorensen*

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Vicky Sorensen, Chair

DocuSigned by:

*Mark Kruzan*

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Mark, Kruzan, Vice-Chair

DocuSigned by:

*C. Ed Brown*

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C. Ed Brown, Fiscal Officer

DocuSigned by:

*Christina Courtright*

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Christina Courtright, Trustee

DocuSigned by:

*Dan Vest*

4870B413B034410...

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