



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, September 11th, 2024. The meeting was held in person at Station 21, located at 9094 S. Strain Ridge 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.

Present in person were as follows:

- Vicky Sorensen, Chair
- John Bernstein, Trustee
- Mark Kruzan, Vice-Chair
- Michael Baker, Fiscal Officer
- Christina Courtright, Trustee (via Zoom)
- Kevin R. Robling, Trustee

Those absent were as follows: Dan Vest, Trustee

Others present were as follows:

- Dustin Dillard, Chief
- George Cornwell, Deputy Chief, Operations
- Steve Coover, Deputy Chief, Community Risk Reduction
- Jeffrey Combs, Assistant Chief of Administration
- Christine Bartlett, Attorney, Ferguson Law
- Tammy Bovenschen Administrative Assistant
- Lorie Robinson, Financial Assistant
- Darrell Cooper, IT Specialist

CHANGES OR AMENDMENTS TO THE AGENDA

Chair Sorensen asked if there were any changes or amendments to the agenda. Mrs. Bovenschen reported no changes to the agenda.

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

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. No public comment.

MINUTES OF PREVIOUS MEETING

Minutes from the August 14, 2024 regular meeting and August 27, 2024 work session were presented to the board for approval.

Trustee Robling made a motion to approve the minutes of August 14, 2024 and August 27, 2024 as presented.

Vice Chair Kruzan 2nd

Roll call vote was taken

Robling – Yes, Bernstein – Yes, Sorensen – Yes, Courtright – Yes, Baker – Yes, Kruzan - Yes

Motion passed 6-0

DEPARTMENT UPDATES

Department Updates

a. Legal Updates

Legal Counsel, Christine Bartlett explains the bid acceptance for Station 26 has been extended. Bids are now going to be accepted September 25th at 3:00pm in the Nat U Hill room at the Courthouse. Counsel would like for us to table the agenda item.

Trustee Robling asked if the board is just now hearing about this? Mrs. Bovenschen explains that there was information in the packet – she then explained that there were several questions from the two registered bidders and subcontractors that were mentioned at the pre-bid meeting. Tabor – Bruce did not get those questions answered prior to today, September 11.

Fiscal Officer Baker elaborates on some of the details that were left out that the contractors needed to know including: what type of wiring to use, what type of insulation to use, were there any appliances and if any were they electric or gas? There was no HVAC return on any of the prints. These items were all things that the contractors needed to know. Due to the delay in answers from the architect in getting a quick response to the registered bidders, it was determined it would be best to push back the bid opening.

b. Statistics

Assistant Chief Combs updated the board the monthly statistics

	<u>JULY 2024</u>	<u>AUG 2024</u>
TOTAL Emergency Calls	464	476
Fire Calls	16	16
<i>Structure</i>	2	2
<i>Vehicle</i>	5	3
<i>Wildland</i>	1	5
<i>Other</i>	8	6
Over Pressure Rupture, Explosion, Overheat	0	0

EMS Calls	301	305
<i>Medical</i>	167	205
<i>EMS Crew Assist</i>	96	68
<i>Motor Vehicle Accidents</i>	38	32
Hazardous Conditions	16	16
Service Calls	50	43
Good Intent Calls	51	58
False Alarms	30	35
Severe Weather	0	1
Special Incidents	0	2

Incidents by Township	359	347
Benton	25	28
Bloomington	24	37
Clear Creek	49	35
Indian Creek	11	8
Perry	96	97
Van Buren	132	126
Washington	22	16

Incidents – Contracted Townships	25	31
Polk	2	10
Salt Creek	23	21

Incidents by Aid Given	80	99
Bean Blossom	2	2
Bloomington City	13	38
Ellettsville	10	11
Richland Township (EFD)	50	41
Greene County	5	6
Lawrence County	0	0
Brown County	0	0
Owen County	0	0
Morgan County	0	1

AID Received - Year to Date **242**

Station 81 Response

Engine 81 – 48 **Squad 81 – 4**

Ambulance 22 Response – 55

Fire Standby – 11 **Cancelled - 9**

Average Response (dispatch to arrival on scene)	7 min 34 sec	7 min 19 sec
Average Turnout (dispatch to enroute)	1 min 4 sec	0 min 56 sec
Average Time on Scene	53 min 33 sec	22 min 26 sec

August SOR (Statements of Refusal) signed: 3

c. Emergency Medical Services – Special Operations

Assistant Chief Combs updated the board on EMS/Special Operations

Current Situation:

- Third ambulance is complete and currently at an EMS Expo in Las Vegas
 - Fourth ambulance build should start in the near future

Accomplishments:

- Staff physicals have been completed
- Monroe County Table Top Exercise was completed by several members of our HazMat Team

Planned Activities:

- Quotes for 2025 Physicals
- Medical Director and Team will be here for ODT on September 19

d. Operations

Deputy Chief Cornwell updated the board on Operations

Current Situation:

- Grant for 20 sets of Wild Land gear has been submitted and should be delivered in about 10 weeks
- Hose/Ladder testing is set to start on September 9-20th

Accomplishments:

- 2024 Bloomington Speedway Season has completed – a BIG thank you to all that helped with the speedway this year, looking forward to the 2025 season
- Work orders completed – 17
 - Minor – 9
 - Moderate – 8
 - Major - 0

Planned Activities:

- Howell Rescue will be down on November 18th for service on the amkus rescue tools
- Annual SCBA (self-contained breathing apparatus) flow testing is scheduled for October 4-8th

Trustee Bernstein asked how does wildland gear differ from MFPD structural gear? Deputy Chief Cornwell explains that wildland gear is a lot lighter and designed for grass fires etc. MFPD structural gear is bulkier, heavier, and the physical wear and tear on your body in wildland environments can cause a high risk to overheat/heart-attack.

Trustee Robling asked how the hose testing works. Deputy Chief Cornwell explained all the hoses need pulled off the back of the firetruck and filled with water. Once it gets to a certain pressure, ensure it holds water without leaking. From there, documentation is taken place on any issues that arise.

Long discussion.

e. Training

Chair Sorensen asked for a moment of silence to remember Assistant Chief of Training Tim Deckard.

Assistant Chief Combs updated the board on Training:

Current Situation:

- Recruit Academy #005 – graduation and received their shift assignments
- Driver Operator General completed with Recruit's

Accomplishments:

- Recruit Academy #005 – obtained FF 1/2, HazMat Awareness and Operations
- Live Fire Skills and Recruit Academy #005
- MFPD Rope Tech held local tower training
 - Total Training hours for August: 3,653.00
 - Company Training: 1,893.00
 - Recruit School 005: 1,760.00

Planned Activities:

- Facilities training with all companies
- September 11 Remembrance
- RIT/Mayday Training

Chief Dillard added that MFPD has their Officer Development Training on 9/19 to go over the new systems for tracking training hours.

f. Community Risk Reduction

Deputy Chief Coover updated the board on Community Risk Reduction.

Current Situation:

- Coalition meeting with Moms Demand Action and VA for common objectives
 - Attempt to provide Gun Locks and access to small gun safes to retailers who sell firearms
- Coordinate efforts between STRIDE and MFPD Certified Peer Support Professionals

Accomplishments:

- Community Emergency Response Team (CERT) course with Emergency Management scheduled for July-August (completed)
- Attend the Train the Trainer program to deliver "Impact Teen Drivers" curriculum

Planned Activities:

- Insurance Navigator meeting to work with Jail to provide assistance to help enroll those in need for insurance as a partnership with SCCAP (South Central Community Action Program)

Trustee Bernstein reported back to the board on the meeting with the Pointe Association members concerning updating items around the Pointe to aid the fire district in navigating the Pointe residences.

g. Administrative Report

Chief Dillard updated the board on Administration

Current Activities:

- Working on Station 26 project – Thank you to Fiscal Officer Baker for his assistance over the last few weeks with this project
- Working with Capstone on 2025 Policy Renewal
- Finishing up pulling documents for the 2023 Audit

Accomplishments:

- Community Day Event at Station 21
- Pre-renewal meetings held with Capstone and Bill C Brown insurance companies
- Received \$20,000 from Department of Workforce Development Next Level employer training grant

Planned Activities:

- Setting up Flu vaccination clinic with IU Health for members
- 5k planned for September 28, 2024 – registrations currently open on MFPD website
- Attending Recruitment & Retention and Mentoring courses hosted by International Association of Fire Chiefs
- Celebration of Life for Tim Deckard, Saturday September 21 from 12-4pm at the Monroe County Fairgrounds Auditorium

Personnel Report:

- Retirements – 0
- Promotions – 0
- Hiring – 3 (part-time/substitutes)
- Resignations – 0

Vice Chair Kruzan thanked everyone for their work today on 9/11. He also thanked the staff for everything that has happened since the passing of Tim. He wanted to acknowledge how the staff remained professional and how administration handled the situation and how assistance has been provided for our members. Additionally, Vice Chair Kruzan wanted to let the board know what a wonderful event the Recruit graduation ceremony was.

UNFINISHED BUSINESS

a. 2025 Budget

Fiscal Officer Baker thanked everyone who was able to attend the budget work session on August 27th, where many questions were answered by Chief Dillard. Fiscal Officer Baker explained that he had worked with Chief Dillard and Financial Assistant Robinson on the budget numbers. Fiscal Officer Baker explained that there are several options and is total supportive of the final option that Chief Dillard will present. He

also stated that this team is very conservative and is always looking at ways to save money on the budget and still keep competitive pay for our fire fighters. Trustee Robling explained that he had COVID or would have been there.

Chief Dillard starts by explaining the general fund budget. Chief Dillard has prepared various budget numbers based on the information from the work session. Changes generally are in the salary lines and were made to be competitive with fire departments in and around our area. Our initial budget included a 4% cost of living increase for salaries which is what we have done in previous years since the merger. At this time, we feel that we will need to substantially increase our base pay for firefighters or we will continue to lose employees who are applying at other departments based on the rate of pay. Since the merger in 2021, we have lost at least three full-time career firefighters to departments with a higher base pay. Chief Dillard looked at all benefits and take-home pay. During the work session it was discussed to change the increase in the salaries from a 4% raise, to a 6% or 10% raise.

Chief Dillard explained that the cuts in the budget to allow for a 10% pay increase in the firefighters' salary really come from three lines in the budget. The health insurance line was reduced based on more realistic numbers we received from our agent – which were not available when we started the budget process. Reducing the number of firefighter's we are hiring in January of 2025 from six to four and a reduction in the volunteer contract, as we have seen a large reduction in the number of volunteers and have shifted the responsibilities of the association to the District.

Chief Dillard is proposing the Draft #4, with a 10% increase in the firefighter's base salary. Fiscal Officer Baker noted that we do not have any revenue from the ambulance in this budget, as we have not collected enough data yet. Discussion continued concerning which % increase should be for the 2025 budget. Trustee Robling was concerned with the increase from the 2023 budget to the 2025 budget. It was noted that there was a Scribner's error in the budget paperwork that the board saw at the August meeting. There was a discrepancy in the substitute/emergency/overtime/training line. The Chief noted that there is a 44.2% difference between a proposed 2025 budget and the actual 2023 budget. Chief Dillard explained that the 2025 budget has 31 additional firefighters than were in the 2023 budget.

Chief Dillard explained again that the major increase is due to the staffing levels from 2023 to 2025.

Vice Chair Kruzan stated that a lot of questions have been asked during this process and at the work session. He asked if we should consider phasing the salary increase in over the year, phasing in 5% in January and the other 5% later in the year. Chief Dillard explained that we could do that, but for half of the year, we would be paying less than departments around us and could lose some firefighters.

Chief Dillard explained that in the fire service previously a firefighter stayed with their department mostly until retirement, however now, it is more fluid and firefighters tend to leave for other departments based on the base pay.

Financial Assistant Robinson explained that the 77 PERF employer contributions are also increasing next year from 18.9% to almost 22%. That increase is a large increase when you apply that to 78 firefighters.

Vice Chair Kruzan asked the difference for a tax payer if we choose the 10% increase over the 4% increase in salaries. Chief Dillard explained that the tax rate will stay the same.

Chair Sorensen asked if there was any other discussion concerning the general budget for 2025. Trustee Courtright stated that we are not trying to match another departments budget as Trustee Robling was stating. She also wanted to note that over the last few years, we have not expended our budget fully and have been very financially responsible, even while expanding the District and that should be taken into consideration.

Chair Sorensen stated that the board is just accepting or denying the budget presented to then be sent to the County for Approval.

Vice Chair Kruzan made a motion to approve the 2025 General Budget as presented with 10% increase in the firefighter base salary

Trustee Bernstein 2nd

Roll call vote was taken

Bernstein – Yes, Courtright – Yes, Kruzan – Yes, Sorenson – Yes, Baker – Yes

Robling - No

Motion passed 5-1

b. Cumulative Fund

Chief Dillard presented the 2025 Cumulative Budget for 2025. There were no additional adjustments from the work session. Increase in the Personal Protective Equipment due to increase costs, minimal increases in other lines.

Trustee Bernstein made a motion to approve the 2025 Cumulative Budget for 2025 in the amount of \$1,267,117

Vice Chair Kruzan 2nd

Roll call vote was taken

Baker – Yes, Courtright – Yes, Robling – Yes, Sorensen – Yes, Kruzan – Yes, Baker – Yes

Motion passed 6-0

c. Restricted Donation Fund

Financial Assistant Robinson explained where the restricted donation funds came from, some were received for the Washington Township Station 26 build, some were

from Van Buren Township restricted for the ambulance. These donations will be utilized in 2025 – this budget appropriates those funds in 2025.

Trustee Bernstein made a motion to approve the 2025 Restricted Donation Fund Budget as presented in the amount of \$332,000

Vice Chair Kruzan 2nd

Roll call vote was taken

Courtright – Yes, Baker – Yes, Sorensen – Yes, Bernstein – Yes, Kruzan – Yes, Robling – Abstain

Motion passed 5-0-1

Trustee Robling explained that he will abstain from voting on anything related to Station 26.

NEW BUSINESS

a. Asset Retirement

Financial Assistant Robinson explained that the generator from Station 22 had a catastrophic failure and needed to be replaced. Due to it being listed on the asset report, it must come to the board to be removed from the report. The generator was over 20 years old when it failed.

Trustee Robling made a motion to remove the generator from the asset report

Vice Chair Kruzan 2nd

Roll call vote was taken

Sorensen – Yes, Baker – Yes, Courtright – Yes, Kruzan – Yes, Bernstein – Yes, Robling – Yes

Motion passed 6-0

b. Station 26 Award

Fiscal Officer Baker made a motion to table the award until the October 9, 2024 meeting of the board

Vice Chair Kruzan 2nd

Roll call vote was taken

Robling – Abstain, Bernstein – Yes, Baker – Yes, Kruzan – Yes, Sorensen – Yes, Courtright – Yes

Motion passed 5-0-1

c. Seal Coating

Deputy Chief Tusing presented the board with seal coating bids to have parking lots at Stations 21, 22, 24, 25 and 29 for a total cost of \$33,000. Deputy Chief Tusing suggests using SK Seal Coating for the projects.

Trustee Robling made a motion to approve seal coating at Stations 21, 22, 24, 25 and 29.

Vice Chair Kruzan 2nd

Roll call vote was taken

Robling – Yes, Sorensen – Yes, Bernstein – Yes, Courtright – Yes, Kruzan – Yes,
Baker – Yes
Motion passed 6-0

FINANCIALS

a. Financial – Claims

Financial Assistant Robinson presented claims signed August 8, 14, 27 and 30, 2024.

Trustee Robling made a motion to approve the claims for August 2024 as presented.

Vice Chair Kruzan 2nd

Roll call vote was taken

Bernstein – Yes, Courtright – Yes, Robling – Yes, Kruzan – Yes, Sorenson – Yes,

Baker - Yes

Motion passed 6-0

b. Payroll

Administrative Assistant Bovenschen presented the August monthly payrolls for approval included August 15th and 30th, 2024.

Trustee Robling made a motion to approve the payrolls for August 2024 as presented.

Fiscal Officer Baker 2nd

Roll call vote was taken

Bernstein – Yes, Courtright – Yes, Robling – Yes, Kruzan – Yes, Sorenson – Yes,

Baker - Yes

Motion passed 6-0

c. Financial – Statement

Financial Assistant Robinson stated that we have spent 56.2% for the General Fund and 48% for the Cumulative Fund for 2024, we could have expended up to 66.7% currently.

Trustee Robling made a motion to approve the Financial Statement as presented for August 31, 2024.

Trustee Vest 2nd

Roll call vote was taken

Bernstein – Yes, Courtright – Yes, Robling – Yes, Kruzan – Yes, Sorenson – Yes,

Baker - Yes

Motion passed 6-0

ADDITIONAL COMMENTS

No additional comments at this time.

NEXT MEETING


Chair Sorensen stated that the next meeting will be in person on October 9, 2024 at Station 25, located at 5081 N. Old State Road 37, Bloomington, IN. The meeting will also be held via zoom.

ADJOURN


Trustee Robling made a motion to adjourn at 7:33p.m.

Minutes approved by the board of trustees on October 9, 2024:


Aye:




Vicky Sorensen, Chair



Mark Kruzan, Vice-Chair




Michael Baker, Fiscal Officer




John Bernstein, Trustee



Christina Courtright, Trustee



Kevin R. Robling, Trustee



Dan Vest, Trustee

Nye:

Vicky Sorensen, Chair

Mark Kruzan, Vice-Chair

Michael Baker, Fiscal Officer

John Bernstein, Trustee

Christina Courtright, Trustee

Kevin R. Robling, Trustee

Dan Vest, Trustee

Copy furnished:

- Mrs. Vicky Sorensen, Chair
- Mr. Michael Baker, Fiscal Officer
- Ms. Christina Courtright, Trustee
- Mr. Daniel Vest, Trustee
- Mr. David Ferguson, Legal Counsel
- Headquarters, Bulletin Board
- Station No. 22, Bulletin Board
- Station No. 24, Bulletin Board
- Station No. 29, Bulletin Board

- Mr. Mark Kruzan, Vice-Chair
- Mr. John Bernstein, Trustee
- Mr. Kevin R. Robling, Trustee
- Mr. Dustin Dillard, Fire Chief
- Mrs. Christine Bartlett, Legal Counsel
- Station No. 21, Bulletin Board
- Station No. 23, Bulletin Board
- Station No. 25, Bulletin Board
- Station No. 39, Bulletin Board