

OWEN VALLEY FIRE TERRITORY
MINUTES OF REGULAR MEETING
Owen Valley Volunteer Fire Department
Walnut Street, Spencer, Indiana

AMENDED

July 14, 2008 7:00 p.m.

Members present: Dale Bush, Tammy Day, Director Mike Spinks, and Margaret Tucker.

Also present: Fire Territory Attorney Terry English, Fire Chief Pete Hodge, Administrative Assistant Cynthia D. Hyde, Spencer Town Clerk/Treasurer Linda Simmerman.

Guests present: Town of Spencer Attorney Richard Lorenz, Bruce Lynch, Brian Mauder, and John Wallace.

Meeting called to order by Director Mike Spinks at approximately 7:00 p.m., Monday, July 14, 2008.

Minutes of Previous Meeting:

Margaret Tucker made a motion to accept the minutes as presented. Motion carried.

Review of Monthly Financials:

Fire Chief Pete Hodge has submitted checks in the amount of \$25.96 from Coca Cola Bottling from vending machine sales, \$5.00 from Duling Insurance for a Fire Report, and \$ \$1,000.00 from Wal-Mart Foundation from a matching grant for the purchase of Fire Boots. Discussion followed. A Motion was made by Tammy Day to approve the Claims Register as presented. The Motion carried and the Claims Register was signed by all board members present.

Discussion Regarding Owen Valley Fire Territory Board Appointments and Election of Officers:

Dale Bush, who is the representative appointed by the Town of Spencer. His term expired on July 1st. Dale Bush is willing to serve an additional term and will be re-appointed by the Spencer Town Council. Lois West is the representative of Washington Township appointed by the Washington Township Board. If Lois West is willing to continue with her appointment, she would need to be re-appointed by the Township. Discussion followed regarding the election of officers. Margaret Tucker made a motion to continue with current Fire Territory Board Officers. As Steve Cradick, current Deputy Director for the Owen Valley Fire Territory Board, does not wish to continue in this capacity. Margaret Tucker withdrew that motion. After discussion, Margaret Tucker made a revised motion that Mike Spinks would remain the Director for the Owen Valley Fire Territory, and Dale Bush will serve as Deputy Director for the upcoming year. Motion was seconded by Tammy Day and passed unanimously.

Budget 2008/2009.

Linda Simmerman, Clerk/Treasurer for the Town of Spencer which is the Provider Unit for the Owen Valley Fire Territory, was available to discuss the budgets to be submitted for approval by the State of Indiana. This is an 18-month budget, and is now subject to the review of the County Council. At this time, the Owen County Council cannot change the Fire Territory's budget. The Owen County Council may be given the authority to make changes to the Fire Territory budget in the future. Discussion followed. Any CAGIT (County Adjusted Gross Income Tax) money that the Fire Territory receives will be taken out of the CAGIT money that the Town of Spencer Receives. This amount will be determined by a contractual agreement made between the Town

of Spencer and the Fire Territory according to information from the Department of Local Government Finance. Fire Territory Attorney, Terry English, will make contact with a representative from the Department of Local Government Finance for guidance in determining a formula for the disbursement of CAGIT funds. There was additional discussion regarding money that was transferred by Washington Township to the Fire Territory at the formation of the Owen Valley Fire Territory. There was \$161,947.00 placed in the Fire Territory's General Fund in addition to the cash on hand which was approximately \$30,000.00. \$57,343.00 was deposited into the Equipment Replacement Fund. Money can be used from the General Fund for the purchase of a new Pumper/Tanker truck. If the grant application for purchase of a new Pumper/Tanker truck is denied and the purchase has to be fully funded by the Fire Territory, the Fire Territory can request an additional appropriation to fund the purchase. Discussion Followed. Margaret Tucker made a motion to accept the 2009 budget proposals, both the Owen Valley Fire Territory General Budget and the Equipment Replacement Fund, as presented by Spencer Town Clerk Linda Simmerman. Motion Carried Unanimously. Public hearings on proposed Fire Territory budgets are to be held on August 11 at 6:30 p.m. and on September 8 at 6:30 immediately preceding the regularly scheduled Fire Territory meetings.

Payment to Firefighters:

Discussion regarding payment to Firefighters and the possibility of paid staff on duty 365 days per year.

Fire Chief's Report: Chief Pete Hodge Reporting:

1. The damage sustained by Unit 43 due to use during June flooding has been repaired. A bill for the repairs should be received soon.
2. Indiana Creek is starting a new Fire Department and is interested in the old Tanker that was removed from service.
3. All Fire Trucks have been pump tested with the Aerial Truck to be completed soon.
4. Speed Way will be closing for a period of 3 to 6 weeks for a remodeling project. Fuel will need to be purchased from Lewis Service Center during this time period.
5. The State Board of Accounts suggests the use of written rules and procedures for supplying receipts for purchases made. The Fire Department will work on drafting a written procedure.

Presentation Given by Dwayne Douglas, a Sales Representative from EAM, Engines and Machines:

Mr. Douglas gave a complete description of and answered questions regarding a truck that serves as a combination of a vacuum tanker, conventional tanker, or a pumper. This truck is being considered by the Fire Territory Board to replace the tanker truck that has been removed from service due to the poor condition of the unit. Training is included in the purchase price of the truck. Chassis has a 2-year warranty. Lighting, pump systems and other items purchased from a commercial supplier has 1-year warranty. The tank has a lifetime warranty. Estimated delivery time is currently 6 months. A down payment of 25% is required upon ordering the truck.

Ordinance for Purchase of Pumper/Tanker:

Discussion regarding the publication of identical Ordinances by the Town of Spencer, Washington Township and Owen Valley Fire Territory. The Fire Territory and Washington Township have both published an identical Ordinance allowing for the purchase of a new Pumper/Tanker truck. The Spencer Town Council must approve, advertise, and hold a public hearing on an identical Ordinance to allow the Fire Territory to purchase a new Pumper/Tanker truck. This item will be placed on the Agenda for the next Spencer Town Council meeting.

Transfer Ordinance:

Discussion regarding the possibility of drafting an Ordinance for the purpose of transferring money from the General Fund to the Equipment Replacement Fund. After discussion the Board has decided to take no action on this item at this time.

Contract Negotiations:

Discussion regarding the meeting with the Firefighter's Board to discuss the contract for services provided. The Fire Territory Board has requested some specifications for meeting the current 19 hours mandatory training requirement. Discussion regarding the possibility of providing funding for paid personnel. The two groups have reached an agreement, which is to be drafted by Melvin Glenn and presented to the board for final approval. Discussion regarding justification for providing paid staff for the Fire Department.

Billing for Fire Incidents:

Discussion regarding billable fire incidents. Daniel Browning is currently working on billing for 3 fire runs. Administrative Assistant, Cynthia Hyde, will work with Daniel to help get these billings sent to the appropriate parties.

Request for Office Supplies:

Cynthia Hyde, Fire Territory Administrative Assistant, made a request to purchase binders and dividers for document organization and storage. Permission was given for the purchase.

Meeting adjourned at approximately 9:40 p.m.

Date Approved: August 8, 2008

Not Present

Mike Spinks, Director

Stephen Cradick, Deputy Director

Not Present

Margaret Tucker, Board Member

Lois West, Board Member

Dale Bush, Board Member

Tammy Day, Board Member