

**Northern Monroe County Fire Protection Territory
Executive Committee Meeting
NMCFPT-Bloomington Township Station, 5081 N Old State Rd. 37, Bloomington IN
February 7, 2018 MINUTES**

Meeting called to order and Pledge of Allegiance at 6:00 pm by Lillian Henegar. Henegar also discussed how public comment and input would be handled during this meeting and into the future.

Committee Members Present: Barb Ooley (WT), Lillian Henegar (BT), Clayton Brickert (WT), Kim Alexander (BT), Mike Baker (WT)

Committee Members Absent: Geoff McKim (BT)

NMCFPT/BT Staff Present: Lisa Myers, Joel Bomgardner, Matt Bright, Legal Counsel Darla Brown

Members of the Public Present: (see attached list)

- 1) **Approval of meeting agenda:** Henegar requested an item 4D be added to the agenda for discussion entitled Umbaugh contract. Motion by Kim Alexander to approve the agenda with the proposed change. Second by Barb Ooley, motion passed.

- 2) **Approval of minutes:** Motion to Approve January 11, 2018 minutes as written by Ooley with a second by Alexander. Motion passed.

- 3) **Old Business**
 - a. Even though the Committee voted on meeting minute storage at its last meeting, this decision needed to be revisited. All other records regarding the Territory are maintained at Bloomington Township (the provider unit) as are the 2016-2017 Territory minutes. Lillian Henegar made a motion that the committee amend its earlier decision and the records continue to be kept at the Bloomington Township office. Second by Ooley. Motion Passed.

- 4) **New Business**
 - a. Negotiation Team for the Washington Township RFP. Henegar outlined that the technical review committee has reviewed the proposals, and the negotiation team needs to be selected to continue the process and work with the offerors. Henegar suggested two members from the executive committee in order to keep the technical review committee small. Ooley stated that Washington Township would like to see

NMFT Executive Committee Meeting

February 7, 2018 MINUTES

Page 2

Troy Colvin added to the technical review committee. She also questioned if the board had voted on the members of the technical review committee, and what the process would be for adding another member. Clayton Brickert expressed that he did not like the idea of adding Troy, and added concern that the process may be slowed down. Alexander echoed this sentiment and didn't feel that there would be value added by another member. Mike Baker asked if there was a specific expertise needed that Colvin would add. Ooley advised he has a fire background and he has raised some questions about the project; she also shared that Washington Township Board President Nina Walls felt that it may better serve the board if he had ongoing knowledge. Henegar pointed out that Tony McGlocklin is a NMFT firefighter, has extensive building experience, and is a resident of Washington Township. Members Paul Toddy and Andy Spriggs are residents of Washington Township. Also, Matt Bright and Joel Bomgardner possess ample fire experience. Henegar suggested that Ooley and Alexander be the appointed representatives for negotiations. Both agreed that they would be able to fulfill that responsibility. There was a short discussion between Baker and Toddy about what was customary for negotiating in these situations. The committee will meet again on February 15th. Henegar then made a motion that the committee include Ooley and Alexander for negotiations with offerors. Second by Brickert. Motion Passed.

- b. Budget Update. Henegar discussed the 1782 Budget Notice from the State regarding tax levies and rates for 2018. She advised there were a couple of minor corrections and that the State's final determination has yet to be made. She stated that 0.35 looked to be the new tax rate, which includes the Equipment Replacement Fund. There was a brief discussion about the numbers among committee members. Brickert asked a question whether the planned purchase of the air tanks and masks would be paid for out of the Equipment Replacement Funds. Chief Bomgardner advised that the department had maintained tight control over its spending in 2017 so that they were able to encumber funds from 2017 for purchase of this equipment. Therefore, the department would not need to raise additional funds. Baker asked how much of a reduction was realized with this new rate. Lisa Myers advised 0.35 was an approximate 43% reduction in the rate from 2017.
- c. Meeting rules of conduct. Henegar discussed establishing a code of conduct and a reaffirmation of how the joint body should operate. After listening to recordings of previous meetings, Henegar found that little was served by engaging in questions and answers with the public during committee meetings. She said that as public officials they are all available outside of meetings to hear concerns and answer questions. Henegar provided a proposal to the committee which legal counsel had reviewed and was modeled after a similar set of guidelines in use by the town of Ellettsville. She then walked through the proposal with the committee. Discussion ensued. Ooley remarked that this proposal places a greater burden on Washington Township since they don't have regular office hours or a regular office. She also feels that the public

should be able to ask questions and if not receive an answer, receive a confirmation of when and from whom the answer will come. Baker discussed the difficulties, which can occur when public comments are known to be incorrect and the committee does not provide the correct information during the meeting. Committee members discussed several ideas for how to address questions during future meetings and at the same time maintain order and conduct productive meetings. Suggestions included adding a committee response period following public comment as well as providing comment cards for questions from the public. Henegar agreed to make changes according to these comments and suggestions. She will bring a revised document to the next meeting.

- d. Umbaugh Contract. As the Territory's provider unit, the Township recently received the \$12,000 contract for providing consultation services on the financing of the proposed fire station in Washington Township during the construction process. Henegar apologized for not distributing this information prior to the meeting so that the Committee members had more time to consider it. Ooley asked if the contract only covered their services in 2018 or if it was for the life of the project. Darla Brown stated that it covers the "life of the project." Ooley moved to recommend that Bloomington Township sign the contract; Alexander seconded. Motion passed.

5) Updates and Reports

- a. Chief Bomgardner reported on the calls for the month of January. Deputy Chief Calvin reported on the month's training activities. Baker asked if there were sufficient mannequins for CPR training, and advised he knew where he might get some more donated.
- b. Chief Bomgardner reported on the progress of the technical review committee for the new fire station. He advised that this committee has developed a list of questions for proposers, which currently rest with counsel. They will be sent out before the next meeting. In addition, he will be contacting references prior to the next meeting scheduled for February 15th. He reviewed the agenda for the next meeting. He reviewed the progress made since committee members received the proposals for review in January. The timeline moving forward was discussed. Brown pointed out that it could be adjusted if need be to allow for publication and review by consultants. Henegar suggested rescheduling the March 8th meetings if need be in order to give ample public notice. There was discussion amongst committee members about changing the meeting date for the joint Township Board meetings to April, as well as cancelling the March meeting given a relative lack of topics to discuss. Alexander suggested canceling the March meeting and moving the joint board meeting to April 4th. All agreed.

NMFT Executive Committee Meeting

February 7, 2018 MINUTES

Page 4

6) Public Comment

- a. There was no public comment
- b. Deputy Chief Calvin prepared a training station for demonstrating how patients are placed into a long backboard when they are injured during automobile accidents. Public and committee members are invited to the demonstration following the meeting.

7) Adjournment

- a. Ooley made a motion to adjourn the Executive Committee meeting with a second by Alexander. Motion passed. Henegar adjourned the meeting at 7:03 pm.

Barbara Ooley, Secretary
NMCFT, Executive Committee

Matthew Bright, Deputy Chief