

**Northern Monroe County Fire Protection Territory  
Executive Committee Meeting  
NMCFPT-Bloomington Township Station, 5081 N Old State Rd. 37, Bloomington IN  
August 30, 2017 MINUTES**

Meeting called to order and Pledge of Allegiance at 5:34 pm by Barbara Ooley.

**Committee Members Present:** Barb Ooley (WT), Lillian Henegar (BT), Clayton Brickert (WT), Kim Alexander (BT), Geoff McKim (BT)

**Committee Members Absent:** Mike Baker (WT)

**NMCFPT/BT Staff Present:** Lisa Myers, Joel Bomgardner, Dave Calvin, Legal Counsel Darla Brown

**Members of the Public Present:** (see attached list)

- 1) **Approval of meeting agenda:** Request by Barb Ooley to add an item “B” under new business to discuss start time of meeting. Motion to approve agenda with proposed change by Kim Alexander with second by Clayton Brickert, motion passed.
- 2) **Approval of minutes:** Ooley discussed the reason that the regular NMFT meeting was moved to August 30. Motion to Approve August 2, 2017 minutes as written by Alexander a second by Brickert. Motion passed.
- 3) **Old Business**
  - a. Budget – Lillian Henegar discussed the packet distributed to the committee. The packet includes the updated budget along with the previously supplied information. DLGF has supplied the estimated revenues, property tax impacts, and taxing district rates to help with budget. DLGF also has provided the certified local income tax. Henegar further outlined that no contract with Benton Township has been signed. After conversation with the Benton Township Trustee, the proposed budget includes \$200,000 as revenue from that contract. Also, the PSLIT council recommended that there be no funds distributed to the county fire departments and therefore, potential revenue from this source was not included in the proposed budget. Additionally, the 2018 certified local income tax amount has been given, and 76% of that will be allocated to the Territory general fund. After feedback, the budget was redrafted with a 2% salary increase. A report from other local entities outlining their proposed salary increases was also included. Ooley stated that she was not entirely in favor of an across the board salary increase just because it was similar to other government entities, and that most tax payers are not government employees, and do not necessarily enjoy regular salary increases the way government employees do and experience an actual decrease in available funds due to the new taxes. Henegar countered that she felt that the 2% was reasonable and that the salary resolution for 2018 has not been done, and could reflect something other than the proposed increase. Geoff McKim pointed out that the County uses the Consumer Price Index which this year was 1.85% to figure potential increases in salary so 2% was really not out of line. Brickert pointed out that the economy has picked up and the firefighters

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not only work during their shifts, but also do work outside of normal hours such as trainings. He reasoned that 2% was not much out of pocket, and demonstrates that the Committee cares about the firefighters. Alexander advised that she was not in agreement with 3%, but agreed with 2% and with all that Brickert had said.

- b. Budget Continued - Henegar then provided a more detailed account of the budget including the slight reduction in the salaries and benefits, and also outlined the different costs included in the personnel services portion of the budget. Copies of the proposed budget were distributed to the public. The supplies budget had been reduced, and a new line added for the fire inspection program. Other services and charges including utilities. Insurance should be reduced in 2018 along with better benefits. In professional services, the lines for legal and architectural services have been increased due to anticipated fire station construction costs. The maintenance lines are representative of ongoing charges for regular upkeep and repair. McKim asked about the computer support line within professional services. Chief Bomgardner pointed out that this line increased due to combining several lines into computer support including things like the cloud based fire reporting system and the Territory e-mail service. The other services and charges include items such as recruit physical exams, as well as a volunteer insurance and retirement program. New for 2018, this category also includes the funds for the anticipated payment for a new fire station. Overall, Henegar pointed out that the budget has been reduced from \$2,776,423 in 2017 to \$2,743,456 in 2018. Henegar then discussed the equipment replacement fund (also known as cumulative fund). In 2018 all the money within this fund will go to pay for the new engine. McKim asked if the cost was over half a million for the new engine but the budget was for only \$449,000, from where would the rest of the funds come. Lisa Myers reported that the additional funds would be encumbered out of the 2017 budget. Henegar also advised that included within the packet were materials about insurance and personnel individual salaries and benefits. Henegar then went through the State's Budget Form 4B spreadsheet, which estimates the funds to be raised and the proposed tax rates.

- McKim pointed out that the proposed budget represented an approximate 44% reduction in the fire portion of the property tax.
- Ooley asked what would happen if Benton chose not to pay \$200,000 and expressed concern because Benton chose not to be in the Territory. Henegar responded that if this happened figures would have to be adjusted accordingly, but she felt confident that this would not be an issue. McKim also advised he would like to see at least \$200,000 from Benton if service was to continue.
- McKim pointed out that only \$134,000 of a \$2.7 million budget is earmarked for the newly proposed fire station. He went on to identify that personnel costs are what drive the budget, and personnel are necessary to operate the department.

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- Henegar then made a motion for the Committee to make a recommendation of approval of the proposed budget to be forwarded to each of the respective township boards. Second by Alexander. Motion passed.
- c. Committee discussion and public comment/question – McKim expressed appreciation for diligent work at keeping budget flat and reducing the overall tax burden. Henegar discussed the line item for the station and expressed concern that if it were removed and later it decided a building was to be constructed, the tax rate would be reduced initially, and then have to be re-raised to cover the cost.
- Public question as to what would happen to fire station money if it were not spent on building construction in 2018. Henegar advised that the money could be encumbered for the following year for either a station or another purpose. McKim added that if the money wasn't spent it, would be added to the cash balance.
  - Public question to clarify the apparent additional amount within the fire administration salary portion of the proposed budget. Henegar advised that this was because personnel have been reorganized from the 24 hour firefighter category and moved into administration. A discussion ensued regarding the difference in the two budget lines. Myers advised that the pay calculation was not that simple, and that several line items were affected by making the change.
  - Public question about the supplies lines and PPE and why the 2018 budget had a significant reduction. Chief Bomgardner advised that PPE had been purchased in 2017 and that the budget had been reduced accordingly.
  - Public question about the equipment replacement fund and the proposed apparatus to be at the new station. Chief Bomgardner reported that a rescue engine, brush truck, tanker and an emergency medical response vehicle would be located there. He then clarified that the line was for a single new purchase of the rescue engine.
- d. New Station Request for Proposal (RFP) – Chief Bomgardner advised that the RFP was for the most part complete. Core sampling of the property is still to be done. Counsel Darla Brown advised that if the Committee approved the RFP then the RFP would go to both respective boards to be reviewed and approved. Once each board approves according to state law, the RFP will be published in the newspaper at least twice and seven (7) days apart. The bids will then be accepted and reviewed by both township boards and the executive committee.
- Tony McGlocklin a member of both the Territory department as well as a Washington Township Resident outlined the makeup of the technical review committee. He described how the RFP was developed. He pointed out that it is a list of design items that contractors would look at to keep them all on a level playing field. He noted that the \$1.3 million budget was

included in the RFP and included items like a trustee's office for Washington Township. The technical review committee will grade the returned proposals based on criteria including the building design, references, number of fire stations they have constructed, and then the top scoring proposals will then be brought to the Executive Committee for approval. He then advised that he had been in contact with two companies to conduct the bore samples (6) on the property so that this information could be forwarded along with the RFP to potential contractors. McGlocklin then discussed the unit price schedule which includes things like unit costs for brick masonry per square foot and concrete slab per square foot. This schedule serves to lock contractors into the price for possible additions or deletions to the project. Andy Spriggs pointed out that the committee continues to work to make changes and improvements as well as identifying local contractors. McGlocklin pointed out that the use of recycled materials was also important. Alexander asked if the list provided represented the contractors to whom the RFP would be sent. Chief Bomgardner advised that the list is being updated to include more local contractors and contractors with experience in this type of project. Henegar then repeated that in order to move forward with publishing in the newspaper, the Committee along with both boards would have to approve the RFP. McGlocklin pointed out that the goal was to complete the RFP process and make a decision on the contractor in order for construction to begin in the spring since winter construction would cost substantially more. He estimated the project to take 6 to 7 months once started and felt that the Territory could occupy the station late 2018.

- Public question about charging Benton Township \$200,000 and how much Benton Township could afford to pay. Henegar advised that it was her understanding that \$200,000 was the maximum that they could afford. The same question was posed to Ooley regarding Washington Township. Ooley advised that the township's maximum levy was \$46,000.
- Brickert advised that he was in favor of using local contractors for the project, but expressed concern due to potential for increasing costs due to construction lulls. McGlocklin advised that local includes areas like Indianapolis and Terre Haute and companies that have been in business for nearly 100 years.
- Brown discussed the Build Operate Transfer (BOT) process prevents the need to bond for the project. The funding stream is then used to make payments and the Township owns the building. In addition money and time are saved because architect fees are minimized, and the regular bidding process for a bonded project. She further

elaborated that the process allows the Territory to negotiate with potential contractors to get the best price for the project.

McGlocklin added that the cost of design and engineering would be borne by the contractors who are trying to get the project. Brown added that the contractors are also responsible to ensure that project financing is in place. McKim stated he was glad that it was decided to use that statute for the project.

- Public question: When will this information be available to the public so they can see what the specifications are? And, is the Territory contractually bound to accept one of the returned proposals and is there a timeline for construction? Chief Bomgardner replied that it is written into the RFP that the Territory has the option to reject all proposals. Brown pointed out that the same would be true for a bonded project. Chief Bomgardner advised that when the RFP was ready for board review then it would be complete and ready for the public. He added that it could also be uploaded to the NMFT website as well.
  - Motion made by Alexander to approve the RFP with a second by Brickert. Henegar pointed out that there had been a lot of work and expense as well as future expense put into building a new station and expressed concern about whether all were committed to follow through with the construction of the station. Brickert expressed his thoughts that the station was needed and that he was 100% behind the new station.
    - Public comment: A township resident made a statement regarding a death in her family where the ambulance was forced to go into Morgan County and turn back south to access the residence. She added her concerns about the need to have a station on the west side of I-69.
- Brown reminded the Committee that the motion had been made and needed a vote. Vote taken. Motion passed.
- Ooley asked about the core sampling. McGlocklin repeated the information about the companies solicited for quotes to do the work. Brickert asked if the work had been done. McGlocklin advised that it had not. Henegar added that there were funds within this year's budget to pay for the work.

#### 4) **New Business**

- a. Mutual Aid with Ellettsville Fire Department – Chief Bomgardner discussed the automatic aid documents which outlined aid to be provided by NMFT to Ellettsville, as

well as automatic aid to be provided by Ellettsville Fire Department to the NMFT. Chief Bomgardner added that this aid is automatically dispatched at the time of a call not requested later. Once the agreement is signed, it will be presented to the Ellettsville Town Council for signing. He also added that this is the first of more agreements to come. Ooley asked if the Territory had an automatic aid, a mutual aid, or no aid with the City of Bloomington. Chief Bomgardner advised that currently we had both automatic and mutual aid agreements. He added that the City has indicated that they want the Territory to work more closely with the City in order to continue working together. The fire department is actively working with the city in order to keep the automatic aid agreement in place. He pointed out that through continued efforts he anticipated that the agreement would remain and would ultimately result in a written agreement similar to that with Ellettsville. Additionally, it was noted that the agreements had been reviewed and approved by Territory counsel.

- Public question: Is the City allowing volunteers to respond? Chief Bomgardner indicated that they were allowed currently as long as they respond with the apparatus.
  - Public question: What will occur with a call in the Maple Grove Road area? Chief Bomgardner pointed out that 911 should be called and if the response was within one of the agreed upon areas, it would automatically be dispatched according to the agreement by Central Dispatch. McKim asked if the City was going to require the same sort of agreement. Chief Bomgardner said, it was. Brickert asked if this was yearly. Chief Bomgardner advised there was a termination clause in the agreement so that would not be necessary. A motion was made to accept the automatic agreements with Ellettsville fire department by Ooley with a second by Henegar. Motion passed.
- b. Meeting time change – Ooley advised that getting to the meetings at 5:30 has become difficult and public members have also indicated a desire to have meetings start later. Henegar made a motion to move the meeting start time to 6:00 pm with a second by Alexander. The change would take place in October. Motion passed.

**5) Chief's Report**

- a. Chief Bomgardner provided a summation of the current month's emergency calls. He added that 5 were I-69 related calls and zero calls for overdose.
- b. Training opportunity –Chief Bomgardner advised that the Quint was on the front apron and a firefighter was available to walk anyone interested around the apparatus and discuss the equipment carried on the truck, as well as how the truck operates.

**6) Public Comment**

- a. Public remarks from a representative of the Washington Township Concerned Citizens [WTCC]. The group is asking for a pause in the construction of a firehouse pending transparent dialogue, additional research, additional details flushed out, and further exploration of the recommendations outlined within the 2014 SPEA capstone project,

as well as exploration of alternatives for fire protection within Washington Township in order to come to an informed conclusion. She added that the group is seeking to understand, not to be understood. The group is interested in all viewpoints. In the spirit of stewardship, the members of the PAC have pledged support to Trustee Ooley and the Washington Township board to explore all alternatives for sustainable fire protection in Washington Township.

- b. Public remarks from a west side resident of Washington Township who reasoned that the executive board has fulfilled their obligations including advertising and allowing for public comment. He felt like the process for the new station should be accelerated. He feels the legacy of Trustee Ooley should be the Trustee who did the right thing for the citizens of Washington Township by providing a fire station on the west side of 37.
- c. Public remarks taking exceptions regarding generalizations about feelings and perceptions of questions being posed about the way things are moving forward. She further outlined that she had concerns that there was enough due diligence that was done. Other concerns include reasons for a station, as well as potential station location justification.
- d. Public remarks again from WTCC representative. It would be helpful to be provided an outline of options for fire service in Washington Township and if applicable why they were dismissed.
- e. Public remarks stating that the fire station is not a luxury, and absolutely essential to the community and our neighbors. He discussed a couple of emergency medical calls and outlined the importance of time and proximity to getting help.
- f. Public remarks stated that they had been at several meetings and felt that the process has been thorough and solid. The alternatives are either a fire station or no fire station. Either build one or scrape by with one at some distance.
- g. Public remark from someone who has been at several meetings and noticed much due diligence being exercised. Feels that the information has been and still is there. During the territory creation process there was a lot of representation from all townships including Benton, Washington, and Bloomington. She does not want the territory to be stalled or paused and nothing get done while I-69 is being completed and roads are being closed off.
- h. Public remarks from a resident who did not know anything about the territory until discussing with neighbors. Did not feel that there was adequate outreach to community during the formation process. Outlined the need to contact state representatives and ask them to speed the process of I-69 completion. He further complained about the layout of the interstate.
- i. Public remarks from a resident who pointed out that fire stations need to be community buildings. He further outlined that he has been in the fire service since starting as a volunteer in 1986. Every minute without CPR decreases the chance for survival and fires can double in size depending on construction every 90 seconds. If

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even one family heirloom or life is saved, then the station is worth it. Time is critical, and lives will be saved. We need the fire station

- j. Public remarks from someone who is not for or against the fire station. Would like to see other options. Is this the only one? Advised that Representative Peggy Mayfield had stated to him that Bloomington Township Fire had said that I-69 access was fine as it was laid out. Doesn't mind spending money but need to do so economically and if there are more choices then they need to be looked at.
- k. Public remarks from someone who can see both sides of the argument. Been coming to meetings since first seen in the newspaper. Feels like the issue was that the State did not allow the trustee to raise taxes in order to provide mandated protections. May help to provide minutes of discussions regarding the lack of funds.
- l. Public remarks from someone who believes that the biggest concern is fire station location and should it be located farther north and be more centralized.
- m. Public remarks: Territory serves Bloomington Township as well.
  - i. Henegar identified that that locations more centered within the township had been investigated by both Mike Baker as well as the former Fire Chief. She further outlined the challenge associated with increasing property costs as well as with access throughout the township.
- n. Public question: How was the tax rate determined?
  - i. Henegar outlined the manner in which the budget was established. A short discussion ensued about the amount which Washington Township is now contributing to the territory during this year's budget. Ooley advised she did not have the exact number, and will email later.
- o. Public comment: Washington and Benton Township lose a lot of ground due to State forestry property. Has there been dialogue with the Indiana DNR to assist somehow with costs for fire protection?
- p. Board comment. McKim estimated that for the 2018 budget, Bloomington Township would provide approximately 71.4% and Washington Township would provide 28.5% of the \$1.4 million dollars to be raised by the property tax levy.
- q. Public comment: One thing Washington Township citizens are concerned about is the idea that with the Territory, taxes are paid in and the money goes to Bloomington Township. Washington Township doesn't seem to have a say in it, or know where the money is going. Expressed concerns that money would be used within the City.
  - i. Ooley responded that we do know where the fire tax money is going because we have a budget, and the money stays within the fire budget. Money cannot be used from the fire budget and placed into other funds like township assistance, etc.
  - ii. Henegar added that when money is sent into the fire territory no money goes to the City at all.



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- iii Brickert added that the Executive Committee does have a say in the way that the department spends funds. Additionally, Bloomington Township handles the Territory budget because they have full-time staff to do so.
- r. Board comment from Brickert. Brickert advised he has been a resident here for 30 years and is committed to the community, and believes that the station is needed.

**7) Adjournment**

- a. Meeting adjourned by Ooley at 7:31 p.m.

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Lillian Henegar, Secretary  
NMCFT, Executive Committee

Matthew Bright, Deputy Chief