

**Northern Monroe County Fire Protection Territory
Executive Committee Meeting
NMCFPT-Bloomington Township Station, 5081 N Old State Rd. 37, Bloomington IN.
January 4, 2017 MINUTES**

Meeting called to order at 5:34pm by Lillian Henegar

Committee Members Present: Lillian Henegar (BT), Vic Kelson (BT), Geoff McKim (BT), Barb Ooley (WT Clayton Brickert (WT), Mike Baker (WT)

Committee Members Absent: None

NMCFPT/BT Staff Present: Lisa Myers, Matt Bright, Joel Bomgardner

Members of the Public Present: None

- 1) Approval of meeting agenda: Chief Bomgardner requested the addition of a fire department station wear and newsletter discussion to the Chief's report.
 - a. Motion to approve as amended by Barb Ooley, with a second by Clayton Brickert. Motion passed.

- 2) Approval of minutes: Motion to Approve December 7, 2017 minutes by Vic Kelson with a second by Mike Baker. Motion passed.

- 3) **New Business**
 - a. New Officer appointment for 2017 per Territory resolution and agreement
 - i Chair – Barb Ooley
 - ii Vice Chair – Vic Kelson
 - iii Secretary – Lillian Henegar
 - iv Motion to accept officers as stated by Kelson with a second by Brickert. Motion passed.
 - b. Ooley began a brief discussion of where meeting minutes would be stored. General agreement that minutes would continue to be stored at Bloomington Township.

- 4) **Old Business**

Territory apparatus – Chief Bomgardner recommended that this item be tabled to next month.

5) Updates and Reports

- a. Baker reported on the status of a fire station in Washington Township. Final modifications have been made to the proposed building design. Baker also advised that he had a meeting with Jim Murphy from Cook Group. Murphy gave him a list of questions from the Cook Group would like answered before proceeding with the proposed Washington Township Fire Station:
 - i. What entity will pay the rent and what will be the long term financial security for the project?
 - ii. Who will be responsible for the maintenance of the building/grounds?
 - iii. What is the maximum that the Territory can afford to pay for the facility?
 - iv. The name, phone number and email of the Territory's leadership.
 - v. What are the guarantees with the territory concept? Can the commissioners cancel the township?
 - vi. Does the trustee have money in the budget for rent? What are the revenue streams?
 - vii. Are there any provisions which would allow for a cost of living increase in the future?

A motion was made by Kelson to authorize the trustees to seek legal guidance in answering Cook Group's questions. Second by Brickert. Motion passed.

- b. Baker asked Henegar how she and Ooley would determine what monies were available for a fire station project. Kelson pointed out that property tax revenues are known, and that a good estimate of available funds should be possible. There was a short discussion about how tax levies and total assessed valuation related to tax paid. McKim inquired as to whether the township would pay a separate lease for their space in the building. Ooley advised there were funds available.
- c. Baker advised he would email everyone with the list of questions, and begin the process for follow up.
- d. McKim asked about equipment within the proposed fire station and who was responsible for providing it. Ooley advised that stoves were being provided. Chief Bomgardner advised that an equipment list would be put together by department staff and Baker. Baker pointed out that if it was attached to the building (commercial stove, generator, etc.) it would be the responsibility of Cook Group, everything else would be provided by the Territory.
- e. Henegar suggested that the Property Acquisition Committee be renamed the Washington Township Fire Station Committee.

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f. Chief's Report

- i Chief Bomgardner provided a summation of the past month's emergency calls as well as a brief explanation of the call types included in the report.
- ii Chief Bomgardner introduced the Department's Quartermaster, Tony McGlocklin. McGlocklin showed the committee the proposed shirt designs for workwear and the proposed headwear as well as American National Standards Institute (ANSI) approved jackets for personnel. Chief Bomgardner explained the ANSI requirement. New helmet fronts were shown, as well as a brief description of their design and purpose by Chief Bomgardner. Committee agreed that the design with the logo on the back was preferred.
- iii Deputy Chief Bright discussed the proposal to publish a quarterly newsletter in order to provide information to Territory residents. Bright posed a few ideas for items that could be included in the newsletter. Chief Bomgardner suggested a piece from the Executive Committee would be a good idea. Henegar suggested a publishing schedule. Bomgardner asked for thoughts on distribution. Henegar and Ooley agreed that direct mail was a good idea. Baker pointed out that an electronic version could be posted on-line as well. Kelson suggested including the newsletter with other official mailings. Washington Township Water was suggested as a possibility.

6) Public Comment

- a. There was no public comment.

7) Adjournment

- a. Brickert made a motion to adjourn and Henegar seconded.
- b. Meeting adjourned at 6:34 p.m.

Lillian Henegar, Secretary
NMCFT, Executive Committee

Matthew Bright, Deputy Chief