

**MINUTES OF THE REGULAR MEETING OF
THE BOARD OF FIRE TRUSTEES OF THE
GEORGETOWN TOWNSHIP FIRE PROTECTION DISTRICT
FLOYD COUNTY, INDIANA**

This regular meeting of the Board of Fire Trustees of the Georgetown Township Fire Protection District, Floyd County, Indiana was held at 5610 Corydon Ridge Road, Georgetown, in Floyd County, Indiana, on January 17, 2024, at the hour of 7:00 p.m.

The meeting was also a virtual meeting pursuant to Indiana Code § 5-14-1.5-3.5 to allow members of the Board of Fire Trustees to utilize electronic means of communication to be considered present and participate in final actions. The public was also able to join the meeting virtually using a link or dial-in phone number included in the meeting notice.

Mr. Moody, Chairman, called the meeting to order and the minutes of the meeting were recorded by Angi Brodfuehrer.

On roll call, the members of the Board of Fire Trustees were shown to be present or absent as follows:

Physically Present:	Michael Moody, Jr., Gary Kleeman, Ed Thomas, Geoff McNulty, and Travis Sharp
Virtually Present:	Mark Ringenberg
Absent:	David Fehr

Fire Chief Bill Banta, Chief of Administration, Deputy Chief Ned Wiseman, and members of the department were also in attendance, along with the Board's attorney, Keith Pulliam and paralegal Angi Brodfuehrer. Fiscal Officer Jim Mayfield attended virtually.

Old Business:

Approval of Minutes. The October 18, 2023 regular meeting minutes were provided to the Board in advance of the meeting. Mr. McNulty made a motion to approve the minutes, which received a second by Mr. Thomas, and was passed 6-0.

The December 26, 2023 special meeting minutes were provided to the Board in advance of the meeting. Mr. Ringenberg made a motion to approve the minutes, which received a second by Mr. Kleeman, and was passed 6-0.

Easement re Maplewood Business Park Lift Station Replacement Project. Mr. Pulliam reviewed the proposed Deed of Easement and discussed the statute with the Board. The drawing was modified from the original version to show the easement on the east side of the driveway. Mr. Thomas made a motion to adopt Resolution 2024-1, which received a second by Mr. Ringenberg, and was passed 6-0.

New Business:

Board Reappointments. Mr. Moody advised the Board that the Floyd County Commissioners has reappointed Mr. Kleeman, Mr. Sharp and Mr. Fehr to the Board. Their terms will expire December 31, 2027.

Election of Officers. Mr. Pulliam advised the Board that it was time for the election of officers for 2024 and asked the Board for the various nominations.

Chairman. Mr. McNulty nominated Mr. Moody to continue to serve as Chairman, which received a second by Mr. Ringenberg, and was passed 6-0.

Vice Chairman. Mr. McNulty nominated Mr. Ringenberg to continue to serve as Vice Chairman, which received a second by Mr. Moody, and was passed 6-0.

Fiscal Officer. Mr. Thomas nominated Assistant Chief Mayfield to continue to serve as Fiscal Officer of the Board for FY 2024, which received a second by Mr. Moody, and was passed 6-0.

Financial Report. Fiscal Officer Mayfield presented the December 31, 2023 financial report. A Summary of Reconciled Cash Balances through December 31, 2023 prepared by Monroe Shine & Co., Inc. CPAs was circulated among the Board in advance of the meeting for review. A copy is included with these minutes. Mr. Thomas made a motion to approve the December 31, 2023 cash management report, which was seconded by Mr. Kleeman, and was passed 6-0.

Update on Accounting Software Changes and Process for Invoices. Mr. Moody suggested a small committee be formed to work with command staff, Fiscal Officer Mayfield and Monroe Shine. The Financial Process and Procedures committee members are Mr. Thomas, Mr. Ringenberg and Mr. Sharp.

Approval of Administrative Claims from October 18, 2023 to December 21, 2023. Mr. Thomas made a motion to approve and ratify all administrative claims since the last regular meeting, which received a second by Mr. Ringenberg, and was passed 6-0.

Annual Review / Discussion of Capital Assets Ledger. Chief Banta discussed the Capital Assets Ledger that was circulated to the Board.

Ratification by Resolution of 2024 Salary Schedules. Mr. Pulliam prepared a resolution to formally adopt the 2024 salary schedule. Mr. Thomas made a motion to adopt Resolution 2024-2, which received a second by Mr. McNulty, and was passed 6-0.

Mr. Pulliam discussed the Monroe Shine engagement letter with the Board members. After discussion, Mr. Sharp made a motion to sign the Monroe Shine engagement letter, which received a second by Mr. Ringenberg, and was passed 6-0.

SOP Review / Approval. Chief Banta and Deputy Chief Ned Wiseman discussed the Fire Department's Standard Operating Procedures (SOP).

Chief Banta discussed the agreement with Lexipol. Lexipol will immediately inform the District of law changes affecting the SOPs. Mr. Thomas made a motion to ratify and approve the Lexipol Solutions Proposal dated November 21, 2023 in the amount of \$13,330.05, which received a second by Mr. McNulty, and passed 6-0.

Website Update. Chief Banta gave a brief update on the website. New Facebook and Instagram accounts have been created and are accessible via the website.

Chief's Report. A copy of Chief Banta's 4th Quarter 2023 Chief's Report was provided to the Board in advance of the meeting.

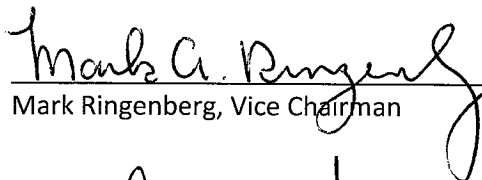
Chief advised the Board that Station 2 renovations are scheduled to begin next week.

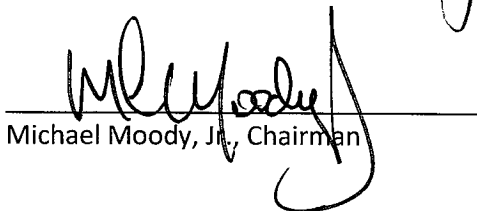
Legal Matters. Mr. Pulliam had no legal matters to discuss.

Mr. Ringenberg left the meeting at 8:21 p.m.

There being no further business, Mr. Thomas made a motion to adjourn, which passed unanimously, and the meeting ended at 8:25 p.m.

Copies of the agenda, and any public documents discussed at the meeting are available for inspection by the public at District Headquarters.

Approved by: 
Mark Ringenberg, Vice Chairman

Attested by: 
Michael Moody, Jr., Chairman