



## EXECUTIVE BOARD Regular Meeting

Via Zoom Only

**MEETING MINUTES**  
Monday, July 19, 2021  
6:00 P.M.

### Attendees

Nathan Mantlo, Brownsburg Township Trustee: appeared via Zoom session  
Steve Patterson, Lincoln Township Trustee (Chairman): appeared via Zoom session  
Jeff Gracey, Town of Brownsburg Representative: appeared via Zoom session  
Christopher Janak, Attorney  
Larry C. Alcorn, Fire Chief } appeared via Zoom session  
Tina Betuker, Recording Secretary

### **I. CALL TO ORDER**

Mr. Patterson called the Brownsburg Fire Territory (BFT) Executive Board (the “Board”) meeting to order at 6:17 p.m. (delayed start was due to technical difficulties).

### **II. PLEDGE OF ALLEGIANCE**

Everyone in attendance recited the Pledge of Allegiance.

### **III. MOMENT OF SILENCE**

Meeting attendees observed a moment of silence.

### **IV. ROLL CALL TO DETERMINE QUORUM BY PRESIDING OFFICER**

Roll call was taken and it was determined that all Board members were present.

Steve Patterson thanked the members of Indiana Task Force 1 who assisted with the Champlain Towers South collapse (Surfside, Florida), and the BFT staff for their support.

### **V. CITIZENS COMMENTS RELATED TO AGENDA ITEMS**

None.

### **VI. APPROVAL OF PREVIOUS MINUTES:**

- Regular Meeting: Monday, June 21, 2021
- Special Meeting: Thursday, July 8, 2021

Mr. Mantlo made a motion to approve the minutes for the Monday, June 21, 2021 Regular meeting. Mr. Gracey seconded the motion. There were no further questions or comments and the motion passed unanimously by a vote of 3-0; votes were cast aloud with each member visible to the viewership. Mr.



Patterson made a motion to approve the minutes for the Thursday, July 8, 2021 Special meeting. Mr. Gracey seconded the motion. There were no further questions or comments and motion passed by a majority vote of 2-0, as follows: Mr. Mantlo=Abstained; Mr. Gracey=Yes; and Mr. Patterson=Yes; votes were cast aloud with each member visible to the viewership.

**VII. APPROVAL OF EXPENSE REPORT(S): June 2021 Activity: \$141,894.44**

Mr. Gracey made a motion to approve the expense reports for June 2021 activity in the amount of \$141,894.44. Mr. Mantlo seconded the motion. There were no further questions or comments and the motion passed unanimously by a vote of 3-0; votes were cast aloud with each member visible to the viewership.

**VIII. EXECUTIVE BOARD ITEMS**

Old Business

A. Longevity Pay

Chief Alcorn stated there had been no further action by the Town of Brownsburg (Provider Unit) Council regarding the proposed percentage increase; however, the item was listed on the next meeting's agenda (Thursday, July 22, 2021). Mr. Mantlo requested confirmation of the percentage, which Chief Alcorn confirmed would be 0.85% of base pay.

B. RESOLUTION #2021-03 "A RESOLUTION OF THE EXECUTIVE BOARD OF THE BROWNSBURG FIRE TERRITORY APPROVING A POLICY FOR PARTICIPATION IN MEETINGS BY ELECTRONIC MEANS OF COMMUNICATION"; EXHIBIT A

In accordance with State of Indiana House Enrolled Act No. 1437 effective 4/20/2021 which amends Indiana Code § 5-14-1.5-1 *et seq.*, Mr. Janak presented a draft of Resolution #2021-03 "A Resolution of the Executive Board of the Brownsburg Fire Territory Approving a Policy for Participation in Meetings By Electronic Means of Communication" which includes Exhibit A "Policy of the Executive Board for the Brownsburg Fire Territory Concerning Participation in Meetings by Electronic Means of Communication" for the Board's consideration. Mr. Mantlo made a motion to approve the Resolution #2021-03 and its policy outlined in Exhibit A. Mr. Patterson seconded the motion. There were no further questions or comments and the motion passed by majority vote of 2-1, as follows: Mr. Mantlo=Yes; Mr. Gracey=No; and Mr. Patterson=Yes; votes were cast aloud with each member visible to the viewership.

New Business

A. None.

**IX. FIRE CHIEF ITEMS**

Old Business

A. Baker Tilly May 2021 Charges

In follow-up to Mr. Mantlo's inquiry during the Monday, June 21, 2021 Regular meeting, Section VII. Approval of Expense Reports (May 2021 Activity), Line Item #113 For Baker Tilly Municipal



Advisors, LLC in the amount of \$779.00, Chief Alcorn confirmed the invoiced amount was solely for updating revenue investments and cash flows (2022 projections for budget preparation).

B. LIT Split with Town of Brownsburg

Chief Alcorn stated discussion continues with the Town of Brownsburg's Council who had asked both Town Management and the BFT to state their needs and use of the funding. No decisions have been made.

C. Headquarters Appraisal

Chief Alcorn stated that the appraisal of the BFT Headquarters property and its suggested purchase amount had been received; however, the amount would be too low for relocation to be feasible. For his response, Chief Alcorn requested the Board's permission to propose a 30-day extension with the intention of outlining BFT's financial needs. Mr. Mantlo asked if thirty (30) days would be long enough. Chief Alcorn stated he would review comparables. Mr. Mantlo stated his support to provide feedback requesting a thirty-day extension. Mr. Patterson seconded the motion. There were no further questions or comments and the motion passed unanimously by a vote of 3-0; votes were cast aloud with each member visible to the viewership.

D. Construction Updates

1. Fire Station #133: Renovation

Chief Alcorn stated that the scheduled renovation work had completed; however, poor HVAC response - originally attributed to inadequate equipment - continued on the second floor. Deputy Chief of Administration Todd Miller explained that while the hip roof soffit has 50% venting (holes every other panel), an evaluation of the roof top revealed only three 14"-round vents - moving only three square feet of air out of the 9,500SF attic. The original 2006 building plan shows 22 static vents, but these were not installed. The insufficient movement of airflow has also caused mold. DC Miller stated he attempted to contact the original builder but they appear to be out of business. He is seeking estimates to have the 22 static vents installed. Mr. Mantlo asked if the attic is insulated against the ceiling or the roof. DC Miller stated the roof is a cold steel rafter system with insulation on the (attic floor) ceiling but open/uninsulated above that space. Mr. Gracey asked when the structure was built. DC Miller stated construction began in 2006. Mr. Gracey asked who signed off on the project - an inspector or BFT personnel. DC Miller did not have that information. Mr. Mantlo asked how old the roof itself was. Chief Alcorn stated it is the original roof and DC Miller added it is a steel roof with a 50 year warranty. Chief Alcorn stated he would report back to the Board once more information became available.

E. Strategic Coverage and Risk Reduction

1. Fire Station #132: Proposed Relocation

2. Fire Station #134: Proposed Additional Station

Chief Alcorn stated the "Strategic Coverage and Risk Reduction" information had been presented to the Participating Units' Boards on Thursday, July 8, 2021. In addition, a website link had been made available for questions from the general public; no questions had been posted to date. Initial questions from the Town Council concerned building Station #134 before relocating Station #132. Chief Alcorn had indicated that staffing Station #134 would require funding and could not be accomplished without the LIT distribution.



## New Business

### A. Monthly Staff Reports: June 2021 Activity

There were no questions or comments related to this report.

### B. Budget 2022 Presentation

Chief Alcorn presented his proposed 2022 Operating Fund-252, Equipment Replacement Fund (ERF)-455, and (non-tax dollars) Gift Fund-217 budgets.

## BUDGET 2022

### General/Operating Fund-252 SUPPLIES

Salaries and Benefits...3% wage increase (in-line with Town of Brownsburg budget for their employees; subject to approval by Town Council); also, the proposed .85% Longevity (subject to approval by Provider Unit<sup>1</sup>). Note: certain employee's salaries will reflect an increase greater than 3% as they come into their Step Pay. Step Pay will start being implemented at a competitive three-year (as opposed to the four-year) mark. Health Insurance...7.57% budget increase; provider costs managed by Provider Unit. Combined overall increase of 5.87%.

Fuel: Gasoline and Diesel...two separately listed expenditures lines being combined for 2022 as "Fuel."

Self-Contained Breathing Apparatus (SCBA)-Supplies...(decrease: \$1,500.00. New equipment is being requested under the Equipment Replacement Fund (ERF) budget. Mr. Mantlo asked how many sets are being requested. Deputy Chief of Operations Tony Smith stated twenty-seven (27) sets. Mr. Mantlo asked if they will have heads-up display. DC Smith clarified they would not; however, they will include newly structure microphones which conduct sound along the temporal bone to improve communication. In addition, the new sets will have removable straps to allow proper cleaning of air pack contaminants.

Training Supplies...(increase: \$8,000.00) Supplies for new "search" education on the Training Grounds.

Fire Prevention Supplies...(increase: \$3,000.00) Hiring Brownsburg company to create educational fire and safety prevention videos to be available through [www.BrownsburgFire.org](http://www.BrownsburgFire.org). In addition, cautionary funding to continue Project Lifesaver<sup>2</sup>, should donations decrease.

CPR Supplies, Medical Supplies, Operating Supplies...(no changes proposed for these lines).

Firefighter Supplies...(increase: \$16,250.00) New decontaminating kits in support of cancer prevention initiative.

Protective Clothing...(no changes proposed for this line).

Employee Recognition...(decrease: \$3,000.00; fund line now \$0)

<sup>1</sup> Per the Restated Interlocal Agreement: Brown Township (Participating Unit), Lincoln Township (Participating Unit), and Town of Brownsburg (Participating Unit/Provider Unit)

<sup>2</sup> Project Lifesaver Hendricks County - a proactive response to community individuals with tendency to wander. Client wears small transmitter with unique frequency on wrist or ankle. Searches are activated through 9-1-1 and responding department apparatus is equipped for tracking. For our area, periodic maintenance, such as battery changes, are managed by Brownsburg Fire Station #131 located 55 East Main Street. Project is managed through Avon Fire Department located 311 Production Drive; information available at [www.AvonFD.org](http://www.AvonFD.org). Programs. Fully funded by donations.



## General/Operating Fund-252 SERVICES

Clerk-Treasurer Fees...(no changes proposed for this line) Note: Per the Restated Interlocal Agreement 2002, Article II Executive Board, Section 2.12. Powers, Duties and Responsibilities (f) "In conjunction with the annual budget process, the Executive Board shall determine by majority vote the appropriate reimbursement charge to be paid or credited to the Provider Unit for the administration and dispatch services provided for in subsections 1.4(f), (g), (h), and (i), and shall certify the same to the Provider Unit's Clerk-Treasurer for payment to the Provider Unit from the Fund. The majority vote required by this subsection must include the vote of the Executive of the Provider Unit."

Consulting Fees...(increase: \$8,000.00) In preparation for increased use related to potential capital projects (proposed relocation of Fire Station #132, proposed new Fire Station #134, potential relocation of BFT Headquarters/Training Grounds).

Ambulance Collection, Attorney Fees...(no changes proposed for these lines).

Training and Travel...(decrease: \$1,150.00)

Misc. Other Services, Telephone, On-Line Services, Cellular & Data, Printing, Legal Notices...(no changes proposed for these lines).

Professional Books...(decrease: \$1,500.00) Re-evaluation based upon past expenditures.

Warning Sirens, Liability Ins. Deductibles...(no changes proposed for these lines).

Insurance...(increase: \$5,000.00) Provider Unit manages renewals which occur in November.

Work Comp Insurance...(no changes proposed for this line).

Health & Wellness...(increase: \$887.00) Based upon planned usage.

Stormwater...(increase: \$1,400.00) Review with Town of Brownsburg revealed most recent increase was not applied for one BFT facility; corrected.

Electricity...(decrease: \$5,000.00) Re-evaluation based upon past expenditures.

Heat, Water, Scavenger Services...(no changes proposed for these lines).

Facility Maintenance...(increase: \$42,265.00) Chief Alcorn noted that project "Station 132 Parking Lot Repair" in the amount of \$35,000.00 would not be expended if Board decides to relocate facility. Mr. Mantlo asked for clarification on the needed the repair as he observes no issues with the concrete pad. Chief Alcorn stated the issue lays where the asphalt meets the concrete, as the asphalt area has sunk and placing stress upon the apparatus. Alternatively the asphalt could be replaced with concrete to avoid the issue altogether. Mr. Mantlo asked if there is seal beneath, but neither Chief Alcorn nor DC Miller were aware.

Turnout Gear Maintenance...(increase: \$2,000.00) Number of repairs necessitate increase.

Copier Lease & Maintenance, Vehicle/Equipment Repairs...(no changes proposed for these lines).



IT Services...(increase: \$13,678.00) Portion of increase represents Cardiac Monitor Software, TargetSolutions Check-It (inspection/inventory tracking tool), and ESO Health Data Exchange (HDE) costs which were originally being paid from EMS Supplies.

Radio Maintenance...(no changes proposed for this line).

SCBA Maintenance...(decrease: \$6,250.00; fund line now \$0) Maintenance will now managed through new rental company.

Subscriptions & Dues...(no changes proposed for this line).

Professional Memberships...(decrease: \$250.00) Re-evaluation based upon past expenditures.

## **General/Operating Fund-252 CAPITAL EXPENSES**

- Chief Alcorn reminded the Board of the unexpected \$500,000.00 Excess LIT Distribution received in 2021.
- Chief Alcorn requested \$409,000.00 from Cash Reserves to apply against the General/Operating Fund; this would leave a projected \$6.8 million in Cash Reserves.
- While the effect of the COVID-19 Pandemic upon 2022+ income is not yet known - Baker Tilly Municipal Advisors, LLC did not have final numbers – current expectations are being exceeded. Projected growth from 4.2% to 4.22%, is anticipated.

Physical Fitness Equipment...requested in the amount of \$15,507.00 to replace three treadmills. Original units were donated and are at end of life.

EMS Equipment...(no funding requested for this line)

Training...requested in the amount of \$7,000.00 for a welder, air compressor, and smoke machine. Chief Alcorn noted that larger welding jobs would be outsourced.

Facility Equipment...requested in the amount of \$22,310.00 for firehouse mattresses (x22) and chairs (x10). Chief Alcorn stated that the mattresses were 8-10+ years old and planned to purchase from a Brownsburg business. He also stated that the chairs would be purchased from a company whose products are meant for firehouses and also offered a product warranty (warranties for residential units are void if used in a firehouse setting).

Mr. Mantlo requested that allocations listed under the proposed ERF budget be reallocated under the General/Operating Fund budget. Specifically, he noted Fire Station #131 Gear Room in the amount of \$21,000.00 and Laundry Room in the amount of \$17,500.00. Mr. Mantlo was comfortable with the allocation of \$15,000.00 for a Gear Extractor being expended from the ERF. He asked Chief Alcorn if the General/Operating budget could support the reallocation. Chief Alcorn stated an additional \$250,000.00 would be needed from Cash Reserves to cover the costs. He noted that, as the items are allowable under the ERF (per the DLGF), it has been his practice to present the proposed expenses through that portion of the budget. It was noted that prior discussion amongst the Board included plans to specify Board-allowed expenditures under the ERF; however, such a policy was not in place for this meeting. Mr. Gracey agreed with Mr. Mantlo and stated he would be comfortable reallocating those items and covering the expenses from Cash Reserves. He did note, however, that the Board should keep in mind current discussions regarding the need for a new station and the potential relocation of Station #132, for which there would be expenditures from the Cash Reserves. Mr. Mantlo agreed and noted that Chief Alcorn had conveyed that the purchase of land would not be bonded but paid from Cash Reserves. Mr. Mantlo asked Chief Alcorn if that expenditure would be sourced from the General/Operating Fund's Cash Reserves or the ERF's. Chief Alcorn stated the General/Operating Fund as the ERF's held \$1.4 million projected – which would drain the fund entirely and potentially be insufficient to purchase two properties. Mr. Mantlo asked if land purchasing could be split across



both funds. Chief Alcorn believed there might be a legal issue with using the ERF. Mr. Mantlo noted that a certain portion of Cash Reserves was needed to cover salaries and wages to avoid seeking a loan in the event of an issue (as property tax-based funding is only paid twice per year in January and July). Chief Alcorn noted that the BFT receives monthly Local Income Tax (LIT) distributions and that the General/Operating Cash Reserves were healthy enough to cover payroll. Mr. Patterson requested that Chief Alcorn complete his budget presentation before the Board discussed any changes.

## **Equipment Replacement Fund-455**

*Firefighting Equipment*...requested in the amount of \$117,600.00 for Truckmen chain saws, rotary chop saw, water ice suits, Elkhart Ram XD monitor, Elkhart Ram XD nozzle, 6' extension ladders, thermal imaging camera (TIC), Hurst E-Spreader, Hurst E-Cutter, Hurst E-Ram, replacement drone (Mavic 25), 1.75" attack hoses, 3" supply hoses, and Elkhart pressure supply testing equipment.

*SCBA Supplies, Training Supplies*...(no funding requested for these lines)

*Facility Updates*...requested in the amount of \$258,500.00 for Station 131 locker room renovation, Station 131 gear room install, Station 131 laundry room install, and a gear extractor. Chief Alcorn noted that he'll still request the gear extractor even if the decision is made to relocate Station 132. *SCBA Supplies, Training Supplies, Computers*...(no funding requested for these lines). *PPE Equipment*...requested in the amount of \$60,000.00 for a new lease program. DC Smith explained that there are new safety standards for PPE gear cleaning, with a focus upon decreased carcinogen exposure post-event. The BFT seeks to enter into a leased program which provides full gear sets, repairs, and a NFPA<sup>3</sup>-safety standards cleaning. Mr. Mantlo asked what role the requested gear extractor would then play. DC Smith clarified that the gear extractor would be used for all sets post-event, with a certain number of sets being rotated monthly for a deeper-level cleaning.

*Buildings, Training*...(no funding requested for these lines)

*SCBA/Airpaks*...requested in the amount of \$492,000.00. Chief Alcorn stated this amount reflects full equipment replacement meeting NFPA-safety standards (including straps allowing for backpack removal), and without trade-ins, which will be sought.

*Fitness Equipment*...requested in the amount of \$15,000.00 to replace Station 131's weight room's flooring from carpeting to a rubber flooring, which can be more thoroughly maintained/sanitized and avoid the trip hazard presented by mats.

*Computers*...requested in the amount of \$10,000.00. Chief Alcorn budgeted for expected replacement of mobile computers which, although ruggedized, operate in extreme conditions.

*EMS Equipment, Vehicles*...(no funding requested for these lines)

In conclusion, Chief Alcorn requested \$953,100.00, plus \$50,159.00 from the ERF Cash Reserve, for a total of \$1,475,704.00.

<sup>3</sup> National Fire Protection Association – a global self-funded nonprofit organization, established in 1896, devoted to eliminating death, injury, property and economic loss due to fire, electrical and related hazards. NFPA publishes more than 300 consensus codes and standards administered by more than 250 Technical Committees comprising approximately 8,000 volunteers and adopted around the world.



Regarding the current renovations at Station 133, Mr. Patterson asked under which budgets the expenditures were funded. Chief Alcorn stated both the General/Operating Fund and ERF were used. Mr. Mantlo requested a breakdown:

| Budget Yr                               | PO    | Component                 | Budget            | Line                | Amount       |
|-----------------------------------------|-------|---------------------------|-------------------|---------------------|--------------|
| 2019                                    | 34786 | Construction Papers       | General/Operating | 309-Consulting Fees | \$5,451.93   |
| 2020                                    | 39417 | Construction Docs/Mileage | General/Operating | 309-Consulting Fees | \$339.80     |
| 2020                                    | 39790 | Bid Renovation            | General/Operating | 442-Misc. Capitol   | \$253,900.00 |
| 2020                                    | 39774 | Gear Room                 | ERF               | 350-Misc. Capitol   | \$28,270.00  |
| 2020                                    | 39778 | Locution                  | General/Operating | 442-Misc. Capitol   | \$26,215.00  |
| 2020                                    | 39771 | Lockers; Freight          | General/Operating | 442-Misc. Capitol   | \$9,194.00   |
| <b>Subtotal General/Operating Fund:</b> |       |                           |                   |                     | \$295,100.73 |
| <b>Subtotal ERF:</b>                    |       |                           |                   |                     | \$28,270.00  |
| <b>TOTAL PROJECT BUDGETED:</b>          |       |                           |                   |                     | \$320,370.73 |

Mr. Mantlo asked if the gear room was processed under the ERF because the gear room was not ventilated. Chief Alcorn confirmed this was the case. In addition, he noted that ventilation is also an issue at Station 131 whereby the gear room ventilation is being run into the common HVAC; the proposed changes would be run the ventilation to the outside (as was done for Station 133).

## RESOLUTION #2021-04: "A RESOLUTION OF THE EXECUTIVE BOARD ESTABLISHING THE WAGES AND SALARIES FOR THE EMPLOYEES OF THE BROWNSBURG FIRE TERRITORY"

*As per the Restated Interlocal Agreement 2002, Article II Executive Board, Section 2.12. Powers, Duties and Responsibilities" (h):*

*"The Executive Board shall adopt by majority vote an annual salary resolution for the personnel serving the Territory, which resolution shall state the number of positions in the Department, their respective base salaries, any incentive, incremental or longevity pay additions, and the salary for a first class firefighter for purposes of the 1977 Police Officers' and Firefighters' Pension and Disability Fund, and which shall include the salaries for all other personnel serving the Territory and the members of the Safety Board. The salary resolution shall be submitted to the Provider Unit for approval in conjunction with the annual budget process. The majority vote required by this subsection must include the vote of the Executive of the Provider Unit."*

Chief Alcorn stated that as salaries are included in and voted upon as part of the overall budget process, the practice in past years has been to not manage a separate salary resolution. However, discussions over the past year had referenced the process so he requested the Mr. Janak provide a separate resolution for the Board's consideration. Mr. Mantlo stated it wasn't necessary to provide it until the end of the year and changes could still be made, requiring a new resolution. Mr. Gracey was unsure that changing the practice was necessary. After some discussion, Mr. Mantlo made a motion to approve Resolution #2021-04 "A Resolution of the Executive Board Establishing the Wages and Salaries for the Employees of the Brownsburg Fire Territory." Mr. Gracey seconded the motion. There were no further questions or comments and the motion passed unanimously by a vote of 3-0; votes were cast aloud with each member visible to the viewership. The requirement of an approving vote by the Executive of the Provide Unit was met.

## Executive Board Proposed Budget Changes & Voting

### 2022 Equipment Replacement Fund Budget

Mr. Mantlo made a motion to approve the proposed 2022 Equipment Replacement Fund budget with the following changes:

|                             |             |                                              |
|-----------------------------|-------------|----------------------------------------------|
| <u>350-Facility Updates</u> |             |                                              |
| Station 131 Gear Room       | \$21,000.00 | move under the General/Operating Fund Budget |
| Station 131 Laundry Room    | \$17,500.00 | move under the General/Operating Fund Budget |



Mr. Mantlo stated he felt these modification remedy safety issues. Mr. Gracey asked the Board if all three projects for Station 131 should be considered safety issues. DC Smith made an argument for the inclusion. After further discussion focusing on shower-access setup, the Board maintained its position that the locker room changes were not safety-related. Additionally, Mr. Mantlo noted that the original purpose for the ERF was to replace apparatus, and that later allowances were made for apparatus housing. His position is that renovations should not be funded from the ERF. The first motion not being seconded, Mr. Patterson made a new motion to revise the proposed budget as follows:

350-Facility Updates

|                         |              |                                              |
|-------------------------|--------------|----------------------------------------------|
| Station 131 Locker Room | \$190,000.00 | move under the General/Operating Fund Budget |
|-------------------------|--------------|----------------------------------------------|

Mr. Mantlo seconded the new motion. There were no further questions or comments and the motion to revise the proposed budget passed unanimously by a vote of 3-0; votes were cast aloud with each member visible to the viewership.

Mr. Mantlo made a motion to approve the proposed 2022 Equipment Replacement Fund budget as amended. Mr. Gracey seconded the motion. There were no further questions or comments and the motion passed unanimously by a vote of 3-0; votes were cast aloud with each member visible to the viewership.

2022 General/Operating Fund Budget

Mr. Mantlo made a motion to approve the proposed 2022 General/Operating Fund budget with amendments resulting from the ERF budget changes, specifically:

|                         |              |                                                                                       |
|-------------------------|--------------|---------------------------------------------------------------------------------------|
| Station 131 Locker Room | \$190,000.00 | move under the General/Operating Fund Budget<br>(placed under line 442-Misc. Capital) |
|-------------------------|--------------|---------------------------------------------------------------------------------------|

Mr. Gracey seconded the motion. There were no further questions or comments and the motion passed unanimously by a vote of 3-0; votes were cast aloud with each member visible to the viewership.

2022 Fire Gift Fund Budget

Mr. Gracey made a motion to approve the Fire Gift Fund in the amount of \$15,000.00. Mr. Mantlo seconded the motion. Chief Alcorn clarified that this budget is not tax-funded. The budget allows for an appropriation of donated monies. There were no further questions or comments and the motion passed unanimously by a vote of 3-0; votes were cast aloud with each member visible to the viewership.

**X. ATTORNEY ITEMS**

A. Equipment Replacement Fund 2022: Remonstrance

Mr. Janak stated the Department of Local Government Finance (DLGF) had still not scheduled a hearing; however, he expected an updated by the end of the week. He noted the meeting would be held via electronic means and he would notify the Board in advance. Mr. Gracey enquired regarding options to recoup response costs if remonstrance is denied. Mr. Janak stated *if it's* determined that the position is frivolous, groundless, and unreasonable, there is an opportunity to ask the court to refund the fees. He had not personally seen this through the DLGF, but it could be explored if the Board desired.



## XI. BOARD COMMENTS, ANNOUNCEMENTS, AND OTHER BUSINESS

Mr. Patterson acknowledged the kind “Thank You” messages submitted to the BFT.

## XII. COMMENTS FROM THE FLOOR

None.

## XIII. DATE AND LOCATION OF NEXT REGULAR EXECUTIVE BOARD MEETING

**Date and Time:** Monday, August 23, 2021  
6:00 p.m.

**Location:** To Be Determined

## XIV. ADJOURNMENT

Mr. Gracey made a motion to adjourn. Mr. Mantlo seconded the motion and the meeting adjourned at 7:33 p.m.

*These minutes are meant to be a summary of actions taken at the Brownsburg Fire Territory Executive Board meetings. Video/Audio is recorded and available at <http://brownsburgin.swagit.com/live/> Tab “Boards and Commission” under “Fire Territory”*

*Questions may be directed to Fire Chief Larry C. Alcorn at [lalcorn@BrownsburgFire.org](mailto:lalcorn@BrownsburgFire.org) or via mail to 470 East Northfield Drive, Brownsburg, IN 46112*



# Brownsburg Fire Territory

*Vigilantly Serving Our Community*

SIGNATURES  
REDACTED

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CHAIRMAN: Steve Patterson, Lincoln Township Trustee

11-15-21  
Date

SIGNATURES  
REDACTED

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Nathan Manflo, Brown Township Trustee

11/15/21  
Date

SIGNATURES  
REDACTED

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Travis Tschaenn, Town of Brownsburg Representative

11/15/21  
Date

SIGNATURES  
REDACTED

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Attest:  
Tina Betuker, Recording Secretary

11.15.2021  
Date