EXECUTIVE BOARD REGULAR MEETING

AGENDA

Tuesday, April 23, 2024
6:00 P.M.
Brownsburg Fire Territory Headquarters
470 East Northfield Drive
Brownsburg, Indiana 46112
Classroom B

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE; MOMENT OF SILENCE

III. ROLLCALL TO DETERMINE QUORUM BY PRESIDING OFFICER

IV. CITIZENS COMMENTS RELATED TO AGENDA ITEMS

V. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S):

- Regular Meeting Minutes: Tuesday, March 19, 2024 at 6:00 p.m. (page 3)

VI. APPROVAL OF EXPENSE REPORT(S):

- March 2024 Activity: $399,824.56 (page 10)

VII. EXECUTIVE BOARD ITEMS

Old Business

A. None

New Business

A. None

VIII. FIRE CHIEF ITEMS

Old Business

A. Strategic Coverage and Risk Reduction
    1. Resolution #2024-004 "A Resolution of the Executive Board of the Brownsburg Fire Territory Authorizing Certain Actions Relating to the Purchase of Certain Property" (page 25)

New Business

A. Monthly Staff Reports (page 47)
    1. April Activity
B. Asset(s): Request for Bid/Disposal/Transfer (page 54)
C. Dissolution of 9/11 Memorial at Arbuckle Commons Hendricks County Community Foundation Fiscal Sponsorship (page 55)
D. Policy #301: Vacation Benefits (Revision) (page 61)
E. General Order #2024-401: Time Keeping (Supersedes) (page 70)
F. Job Description #13006: Lieutenant (Revision) (page 73)

The BFT acknowledges its responsibility to comply with the Americans with Disabilities Act of 1990. In order to assist individuals with disabilities who require special services (i.e., sign interpretive services, alternative audio/video devices, and amanuenses) for participation in or access to Town sponsored public programs, services, and/or meetings, the BFT requests that individuals make requests for these services two business days ahead of the scheduled program, service, and/or meeting. To make arrangements, contact us at 317-852-1190 or Admin@BrownsburgFire.org.

IX. ATTORNEY ITEMS

X. BOARD COMMENTS, ANNOUNCEMENTS, AND OTHER BUSINESS

XI. COMMENTS FROM FLOOR

XII. DATE, TIME, AND LOCATION OF NEXT REGULAR EXECUTIVE BOARD MEETING

Date and Time:	Tuesday, May 21, 2024 at 6:00 p.m.
Location:	Brownsburg Fire Territory Headquarters 470 East Northfield Drive • Brownsburg, IN 46112 Classroom B

XIII. ADJOURNMENT

The BFT acknowledges its responsibility to comply with the Americans with Disabilities Act of 1990. In order to assist individuals with disabilities who require special services (i.e., sign interpretive services, alternative audio/video devices, and amanuenses) for participation in or access to Town sponsored public programs, services, and/or meetings, the BFT requests that individuals make requests for these services two business days ahead of the scheduled program, service, and/or meeting. To make arrangements, contact us at 317-852-1190 or Admin@BrownsburgFire.org.

EXECUTIVE BOARD ACTION

V. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S)

Summary

Regular Meeting, Tuesday, March 19, 2024

Attachments

- DRAFT_BFT Executive Board Meeting_Regular_Minutes_Tue 03-19-2024 1800.pdf

Actions

- 04/23/24: Board consideration, questions, and vote on approval

EXECUTIVE BOARD
Regular Meeting

Brownsburg Fire Territory Headquarters
470 East Northfield Drive
Brownsburg, Indiana 46112
Classroom B

MEETING MINUTES
Tuesday, March 19, 2024
6:00 P.M.

Attendees
Travis Tschaenn, Town of Brownsburg Representative
Angela Delp, Brown Township Trustee
Steve Patterson, Lincoln Township Trustee (Chairman)
Larry C. Alcorn, Fire Chief
Scott Krapf, Attorney
Tina Betuker, Recording Secretary

I. CALL TO ORDER

Mr. Patterson called the Brownsburg Fire Territory ("BFT") Executive Board (the "Board") meeting to order at 6:00 p.m.

II. PLEDGE OF ALLEGIANCE; MOMENT OF SILENCE

Everyone in attendance recited the Pledge of Allegiance and observed a moment of silence.

III. ROLLCALL TO DETERMINE QUORUM BY PRESIDING OFFICER

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

IV. CITIZENS COMMENTS RELATED TO AGENDA ITEMS

There were no citizens' comments related to agenda items.

V. APPROVAL OF PREVIOUS MINUTES FROM PREVIOUS MEETING(S):

- Executive Session Memorandum: Tuesday, February 20, 2024 at 5:30 p.m.

  Ms. Betuker notified the Board that the Memorandum for acknowledgement had been amended from the meeting packet's version to include Attorney Krapf as "also present." Mr. Tschaenn made a motion to accept the Memorandum as revised. Ms. Delp asked if the Executive Session

Memorandum and the Regular Meeting minutes would be discussed separately. Mr. Patterson confirmed they would be separate. Ms. Delp seconded the motion. There were no questions or comments and the motion passed unanimously by a vote of 3-0.

- Regular Meeting Minutes: Tuesday, February 20, 2024 at 6:00 p.m.

  Mr. Tschaenn made a motion to approve the Regular Meeting minutes as presented. Ms. Delp seconded the motion. There were no questions or comments and the motion passed unanimously by a vote of 3-0; votes were cast aloud.

VI. APPROVAL OF EXPENSE REPORT(S):

February Activity: $154,079.20

Mr. Tschaenn made a motion to approve the expense reports for February 2024 in the amount of $154,079.20. Ms. Delp seconded the motion. There were no questions or comments and the motion passed unanimously by a vote of 3-0; votes were cast aloud.

VII. EXECUTIVE BOARD ITEMS

Old Business

A. Appointment of Attorney

Ms. Betuker, referencing the Board's decision at their Regular Meeting on Tuesday, February 20, 2024 to review the appointment of Frost Brown Todd Attorneys after six months, noted that that date would occur after the 2025 budget discussion. She seeks the Board's clarification on whether they preferred to adjust the date and/or have documentation related to the review addressed prior to the budget. The Board clarified that the six-month period would start effective January 1, 2024, to prepare the 2025 budget as double what the 2024 budget would be, and that the 2025 budget would be adjusted, if necessary.

New Business

A. None

VIII. FIRE CHIEF ITEMS

Old Business

A. New Pumper #2 (KME)
   1. Resolution #2024-002: Pumper Fire Truck Purchase

      Chief Alcorn noted that the appropriation request in the amount of $850,000.00 for the new pumper #2 (KME) previously approved by the Board at their Regular Meeting held Tuesday, February 20, 2024 was placed on the Town of Brownsburg (Provider Unit) Town Council's Thursday, March 28, 2024 Regular Meeting agenda. He is requesting purchase contract

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approval subject to the appropriation being passed[1]. Mr. Tschaenn asked Chief Alcorn to attend that Town Council meeting. Attorney Krapf noted that, although the contracts presented throughout this meeting were near final form, it is his recommendation that Chief Alcorn be authorized to negotiate final terms. Ms. Delp made a motion to approve Resolution #2024-002. Mr. Tschaenn seconded the motion. Chief Alcorn noted that the pumper price is $799,480.00 and that the difference ($50,520.00) would be utilized for the necessary apparatus equipment. There were no further questions or comments and the motion passed unanimously by a vote of 3-0; votes were cast aloud.

B. Reserve Medic Truck Re-chassis

1. Resolution #2024-003: Ambulance Chassis Purchase

Chief Alcorn requested approval of Resolution #2024-003 allowing him to enter into an agreement to purchase and installation of a new Ford F-550 chassis for the reserve medic truck with a total cost of $220,000.00 (includes re-covering seats and rebuild of the box). Mr. Tschaenn asked if this was more expensive than a recent quote. Chief Alcorn confirmed he had received a lesser quote, but that delivery was 1.5 years. Mr. Tschaenn asked when the new quoted item would be delivered. Chief Alcorn stated from June 3, 2024 delivery expected 90-110 days. Mr. Tschaenn made a motion to approve Resolution #2024-003. Ms. Delp 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.

C. Strategic Coverage and Risk Reduction

Regarding the property for Station #134, Chief Alcorn updated the Board that the Due Diligence portion of the project continues, that he has received the Phase I Environmental Site Assessment and the Water Resource Delineation reports, and that these reports had been reviewed by Town of Brownsburg Assistant Town Manager Shawn Pabst (who has experience), and that both Mr. Pabst and Banning Engineering (conducting the Due Diligence) are both confident in the state of the property. Chief Alcorn requested planning for development of the site. He intends to form an in-house committee for input. Ms. Delp, in light of the many nearby properties being on well and septic, asked when water access is anticipated to become available. Chief Alcorn noted that a new warehouse had been built on Ronald Reagan Parkway ("RRP") and another had just been approved by the Brownsburg Town Council for East County Road 300 North/RRP, so water should be available at both ends of the RRP. Mr. Patterson asked if there should be a joint meeting scheduled between the three BFT Participating Units (Brown Township, Lincoln Township, and Town of Brownsburg). Mr. Tschaenn stated he believes such a meeting should be held in Executive Session and should start with Executive Board. Chief Alcorn noted that he is currently updating the data and presentation originally presented at the July 8, 2021 Work Session and currently available at www.BrownsburgFire.org. Also, he noted that in 2023, Avon Fire Department covered over 600 runs within the BFT (southeast side) and that the area has increasing growth. Mt. Tschaenn stated that, once Chief Alcorn has met with his committee, to

[1] *Note: this was subsequently approved under Town of Brownsburg Resolution #2024-15 and funded to Equipment Replacement Fund Budget Line #4444.207.451-Vehicles.*

notify the Board to schedule next steps. Attorney Knapf stated he would just need the details regarding the need for the meeting to ensure it meets the statutory requirements to be held in Executive Session.

New Business

A. Monthly Staff Reports
   1. February 2024 Activity

Chief Alcorn presented the monthly staff reports for February 2024 activity. There were no questions or comments.

B. Asset(s): Request for Bid/Disposal/Transfer

	ITEM	SERIAL NUMBER(S)	VALUE	NOTES	REQUEST
1	Computers, qty=6 Panasonic CF-53	4ctsa75756 4ctsa75771 4ctsa76345 4ctsa76241 4ctsa76314 4ctsa76088	$0	Inoperable	Disposal
2	Computers, qty=2 Acer Alpha 12	NTLCEAA004626790f67200 NTLCEAA0046307b35b7200	$0	Inoperable	Disposal
3	HP Elite X2 1012	5cg64702gt	$0	Inoperable	Disposal
4	Microsoft Surface Pro	02358370353	$0	Inoperable	Disposal
5	HP 355 G2, qty=2	5cg5120h41 5cg5120k7k	$0	Inoperable	Disposal
6	HP Probook 450 G2	cnd5399rr0	$0	Inoperable	Disposal
7	Extinguishers, qty=5	K-Extinguishers	$0	Empty/Unusable	Disposal
8	Extinguishers	9 lb. Halon	$0	Empty/Unusable	Disposal
9	Extinguishers, qty=2	5 lb. ABC	$0	Empty/Unusable	Disposal
10	Extinguishers	11 lb. Halotron	$0	Empty/Unusable	Disposal
11	Extinguishers, qty=4	20 lb. ABC	$0	Empty/Unusable	Disposal
12	Extinguishers, qty=8	22 lb. Carbon Dioxide	$0	Empty/Unusable	Disposal
13	Extinguishers, qty=4	30 lb. Class D	$0	Empty/Unusable	Disposal
14	Extinguishers, qty=7	10 lb. Dry Chemical	$0	Empty/Unusable	Disposal
15	Extinguishers	5 lb. Clean Guard	$0	Empty/Unusable	Disposal
16	Sierra Precision Booster Pump	N/A	$100.00	Inoperable	Disposal
17	SCBA Fill Stations, qty=2	N/A	$50.00	Inoperable	Disposal
18	DOT All Round System Bags, qty=19	N/A	$100.00	Unusable	Disposal
19	Extendo-Bed	N/A	$500.00	Unusable	Disposal
20	Blue Safety Helmets, qty=13	N/A	$50.00	Unusable	Disposal
21	Hydro Spider Rescue Throw Devices, qty=8	N/A	$100.00	Unusable	Disposal
	<END OF REPORT>				

Chief Alcorn noted that any item of value would be put out to Municibid for potential revenue recovery. Mr. Tschaenn made a motion to approve disposal of the items listed. Ms. Delp seconded the motion. There were no questions or comments and the motion passed unanimously by a vote of 3-0; votes were cast aloud.

C. Resolution #2024-001: Tower License Agreement

Chief Alcorn stated that the Brownsburg Community School Corporation ("BCSC") has request permission to install a receive-only repeater (antenna) at Fire Station #132, located at 7455 East County Road 1000 North, for the buses. If agreeable, he requests permission to enter into the provided agreement, which had already been reviewed by the attorney. The BCSC will be charged $300.00 per month to cover overhead costs. Mr. Tschaenn asked if any liability is being held by the BCSC rather than the BFT. Attorney Knapf stated he ensured there is an appropriate indemnification provision. Mr. Tschaenn made a motion to approved Resolution #2024-001 as provided. Ms. Delp 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.

IX. ATTORNEY ITEMS

None.

X. BOARD COMMENTS, ANNOUNCEMENTS, AND OTHER BUSINESS

Mr. Patterson extended the Board's condolences on the passing of Frost Brown Todd Attorney Tricia Leminger.

Chief Alcorn notified the Board that the BFT has maintained its ISO Class 1 rating – one of only four departments in the State of Indiana. Points within the "Deployment of Services" component remained unchanged but increased in other components thanks to the efforts of the Town of Brownsburg Water Department and Hendricks County Communications Center. Mr. Tschaenn stated his appreciation of the efforts of Chief Alcorn and his staff.

XI. COMMENTS FROM THE FLOOR

There were no comments from the floor.

XII. DATE AND LOCATION OF NEXT REGULAR EXECUTIVE BOARD MEETING

The Board members confirmed the next meeting, as published:

Date and Time:	Tuesday, April 23, 2024 6:00 p.m.
Location:	Brownsburg Fire Territory Headquarters Classroom B 470 East Northfield Drive • Brownsburg, Indiana 46112

XIII. ADJOURNMENT

Mr. Tschaenn made a motion to adjourn. Ms. Delp seconded the motion and the meeting adjourned at 6:16 p.m.

Meeting minutes are a summary of actions taken at the Brownsburg Fire Territory Executive Board meeting. Please visit www.Brownsburg.org, select "Live and Archived Meetings" from the Government menu, scroll for the desired "Fire Territory Executive Board meeting.
Questions may be directed to Fire Chief Larry C. Alcorn at lalcorn@BrownsburgFire.org or via mail to 470 East Northfield Drive, Brownsburg, IN 46112

_____ _____
Angela Delp, Brown Township Trustee *Date*

_____ _____
Steve Patterson, Lincoln Township Trustee (Chairman) *Date*

_____ _____
Travis Tschaenn, Town of Brownsburg Representative *Date*

Attest: _____ _____
Tina Betuker, Recording Secretary *Date*

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EXECUTIVE BOARD ACTION

VI. APPROVAL OF EXPENSE REPORT(S)

Summary

March 2024 expenditures

•	2243-General Operating Fund	$	104,794.55
•	ERF 4444.207.231-Operations Equipment	$	6,819.70
•	ERF 4444.207.350-Facility Updates	$	29,430.04
•	ERF 4444.207.387-PPE Equipment	$	2,250.00
•	ERF 4444.207.422-Training	$	3,007.00
•	ERF 4444.207.424-SCBA/Airpacks	$	5,472.10
•	ERF 4444.207.436-Fitness Equipment	$	11,650.00
•	ERF 4444.207.451-Vehicles	$	220,000.00
•	7728-(Non-BFT Fund): Insurance	$	16,401.17
	Total:	$	**399,824.56**

Attachments

- Expense Detail Report and EXP and REV: 2243, 4444, 2502, 4651 and 2300: 03/2024

Actions

- 04/23/24: Vote regarding approval pending

LINE	DATE	FUND	AMOUNT	TRANS TYPE	TRANSACTION	VENDOR	REPORT TITLE
1	3/1/2024	2243.207.340-Insurance	$ (911.00)	CT Direct	CT Direct	McGowan Insurance Group, LLC-18763	2022/2023 AUTO AUDIT
2	3/4/2024	2243.207.227-Computer Supplies	$ (17.99)	53029	Online Order	Amazon Capital Services-4717	C1301: IPHONE CASE W/CLIP
3	3/5/2024	2243.207.227-Computer Supplies	$ 17.99		Online Order	Amazon Capital Services-4717	RETURN: C1301 IPHONE CASE W/CLIP
4	3/4/2024	2243.207.233-Training Supplies	$ (108.46)	53030	EmpReimbursement	Jerry Harder-14949	TRAINING CANS: U-BOLTS, STUDS
5	3/4/2024	4444.207.350-Facility Updates	$ (3,629.00)	53031	Invoice	Brownsburg Lowe's Home Centers-10076	STA131: FAUCETS, SINKS, COUNTERTOPS
6	3/4/2024	2243.207.290-Medical Supplies	$ (1,711.85)	53032	Invoice	Indianapolis EMS-13557	MISC. MEDICAL & PHARMA: 11023 AND 11029; O2 CYLINDERS
7	3/4/2024	2243.207.360-Facility Maintenance	$ (620.53)	53033	Contract	Oracle Elevator Company-7273	STA131: ELEVATOR MSA 2024 Q1
8	3/4/2024	2243.207.233-Training Supplies	$ (128.92)	53034	Contract	Service Sanitation, Inc.-19263	TR GR PORT RESTRM: MAR 2024
9	3/4/2024	2243.207.310-Ambulance Collection/Acct.	$ (4,947.81)	53037	Contract	The Accumed Group-10343	EMS BILLING: 02/2024; ePCR RENEWAL: 2024
10	3/4/2024	2243.207.369-EMS Maintenance	$ (592.00)	53038	Invoice	Stryker Sales Corporation-8652	POWERCOT BELT REPLACEMENTS
11	3/4/2024	2243.207.346-Health & Wellness	$ (89.00)	53039	Invoice	Occupational Health Centers of the SW (Concentra)-3788	POST-ACCIDENT DRUG TEST
12	3/4/2024	2243.207.360-Facility Maintenance	$ (332.00)	53041	Contract	Action Pest Control-10164	BFT PEST CONTROL: 02/2024
13	3/4/2024	2243.207.233-Training Supplies	$ (595.37)	53042	Invoice	Metal Supermarkets-17315	TRAINING GROUNDS: STEEL PIECES
14	3/4/2024	2243.207.316-Misc. Other Services	$ (66.00)	53043	Invoice	Image Pros (A!A)-11836	RETIREE BADGE PLATE, SB MEMBER PLATE
15	3/4/2024	2243.207.365-Radio Maintenance	$ (171.90)	53044	Invoice	Donley Safety & Apparatus Service-195	HEADSET REPAIRS
16	3/4/2024	2243.207.365-Radio Maintenance	$ (2,582.80)	53045	Quote/Proposal	RA-COMM, Inc.-8457	APX BATTERIES; SHIPPING
17	3/4/2024	2243.207.360-Facility Maintenance	$ (627.00)	53046	Invoice	Superior Garage Doors Systems, Inc.-3421	STA133: ADD'L HEADER SEAL WORK
18	3/4/2024	2243.207.360-Facility Maintenance	$ (58.00)	53047	Invoice	MES-Indiana-7380	FIRE SOAP TUBE REPLACEMENT
19	3/4/2024	2243.207.363-Vehicle/Equipment Repairs	$ (4,718.25)	53048	Invoice	Macqueen Emergency Group-7186	E133: SQUEALING BELT; FIELD SVC CALL
20	3/4/2024	2243.207.364-IT Services	$ (710.40)	CT Direct	Invoice	APS Workforce Management-16856	BFT HR MODULE, TIME & LABOR, APP TRACK: 02/2024
21	3/5/2024	2243.207.360-Facility Maintenance	$ (5.69)	53060	Lowes	Lowe's-9486	STA133: LIGHT SWITCH
22	3/5/2024	2243.207.363-Vehicle/Equipment Repairs	$ (718.15)	53061	Invoice	O'Reilly Automotive, Inc.-6837	L131: REPLACEMENT BATTERIES
23	3/5/2024	2243.207.316-Misc. Other Services	$ (68.85)	53062	Visa	CVS Pharmacy-12045	STA131: RETIREE PICTURE PRINTS
24	3/5/2024	2243.207.316-Misc. Other Services	$ (94.98)	53063	Visa	Panoony's Pizza-13021	RETIREE PARTY PIZZAS
25	3/5/2024	2243.207.365-Radio Maintenance	$ (28.00)	53064	Invoice	RA-COMM, Inc.-8457	RADIO REPAIR
26	3/5/2024	2243.207.350-Stormwater	$ (90.00)	QC	Invoice	Aqua Indiana, Inc.-9121	STA133: SEWER: 01/29/2024-02/27/2024
27	3/8/2024	2243.207.227-Computer Supplies	$ (342.86)	53081	Online Order	Amazon Capital Services-4717	HQ STAFF: IPHONE PROTECTIVE CLIP CASES
28	3/8/2024	2243.207.293-Firefighter Supplies	$ (453.56)	53082	Online Order	Amazon Capital Services-4717	E132: RECHARGEABLE LANTERNS, 12V CHARGERS
29	3/8/2024	2243.207.293-Firefighter Supplies	$ (102.24)	53083	Online Order	Amazon Capital Services-4717	CART130: MULTICHARGE CABLE, USB-C CAR CHARGER, SEARCH LIGHTS
30	3/8/2024	2243.207.227-Computer Supplies	$ (141.98)	53084	Online Order	Amazon Capital Services-4717	C1330 OFFICE DOCK STA; C1321 USB-C TO HDMI ADAPTER
31	3/8/2024	2243.207.223-Office Supplies	$ (679.98)	53085	Online Order	Amazon Capital Services-4717	C1321/C1322 OFFICE DIVIDERS
32	3/8/2024	2243.207.227-Computer Supplies	$ (22.88)	53086	Visa	Walmart-2384	C1301: IPHONE CASE W/CLIP
33	3/8/2024	AA-4444.207.436-Fitness Equipment	$ (11,650.00)	53087	Quote/Proposal	BGI Fitness-4571	HQ & STA133: TREADMILLS; SHIPPING
34	3/8/2024	2243.207.290-Medical Supplies	$ (814.80)	53088	Invoice	Hendricks Regional Health-239	MISC. MED & PHARMA: 02/2024
35	3/8/2024	2243.207.363-Vehicle/Equipment Repairs	$ (533.55)	53089	Invoice	Pomp's Tire Service, Inc.-7299	M139: REPLACEMENT TIRE; ROAD SVC CALL
36	3/8/2024	4444.207.231-Operations Equipment	$ (1,020.00)	53090	Quote/Proposal	Waymire A.P.S., Inc.-1407	BC139: CARGO BARRIER/INSTALL/SHIPPING
37	3/8/2024	2243.207.360-Facility Maintenance	$ (200.00)	53091	Contract	Grunau Company of Indiana-17422	ANNUAL EXTINGUISHER INSPECTIONS
38	3/8/2024	2243.207.313-Training & Travel	$ (37.09)	53092	Visa	Arby's-10231	FSI TRIP RE NEW PUMPER #2: LUNCH
39	3/8/2024	2243.207.363-Vehicle/Equipment Repairs	$ (26.47)	53093	Invoice	O'Reilly Automotive, Inc.-6837	TRENCH TRAILER: WIRING
40	3/8/2024	2243.207.363-Vehicle/Equipment Repairs	$ (85.94)	53094	Invoice	O'Reilly Automotive, Inc.-6837	TRENCH TRAILER: EMERGENCY LIGHTS WIRING
41	3/8/2024	2243.207.363-Vehicle/Equipment Repairs	$ (152.91)	53096	Invoice	O'Reilly Automotive, Inc.-6837	C1360: REPLACEMENT BATTERY
42	3/82024	2243.207.363-Vehicle/Equipment Repairs	$ (10.99)	53097	Invoice	O'Reilly Automotive, Inc.-6837	E131: ELECTRIC CLEANER
43	3/8/2024	2243.207.313-Training & Travel	$ (375.00)	53098	Visa	Pittsboro Fire Department-10072	"ADVANCED PUMPING OPERATIONS": REGISTRATION
44	3/8/2024	2243.207.293-Firefighter Supplies	$ (68.32)	53099	Lowes	Lowe's-9486	TRENCH TRAILER: STORAGE BINGS
45	3/8/2024	2243.207.363-Vehicle/Equipment Repairs	$ (40.38)	53099	Lowes	Lowe's-9486	TRENCH TRAILER>SHORE POWER SUPPLIES
46	3/8/2024	2243.207.360-Facility Maintenance	$ (15.92)	53100	Lowes	Lowe's-9486	STA132: TEMP WINDOW REPAIR SUPPLIES
47	3/8/2024	2243.207.233-Training Supplies	$ (154.98)	53101	Invoice	Grainger Parts-1565	HOSE BED SIMULATOR REPLACEMENT CASTERS
48	3/8/2024	2243.207.313-Training & Travel	$ (18.29)	53102	Visa	National Emergency Training Center-19501	"MANAGEMENT OF EMS": MEAL PLAN 2024 DIFFERENCE
49	3/8/2024	4444.207.231-Operations Equipment	$ (2,492.70)	53103	Order	Fire Safety Supply, Inc.-20385	APPARATUS FIRE EXTINGUISHERS
50	3/8/2024	2243.207.309-Professional Services	$ (2.95)	53104	Visa	Docusign-19035	PRO-RATED 2023/2024 BUSINESS PRO UPGRADE
51	3/8/2024	2243.207.233-Training Supplies	$ (35.55)	53105	Invoice	Airgas USA, LLC-10299	CYLINDER RENTALS: ACETYLENE: 02/2024
52	3/8/2024	2243.207.290-Medical Supplies	$ (928.05)	53105	Invoice	Airgas USA, LLC-10299	CYLINDER RENTALS: OXYGEN: 02/2024
53	3/8/2024	2243.207.233-Training Supplies	$ (44.97)	53106	Visa	Bushnell.com-20752	TRAINING GROUNDS SECURITY CAMERAS DATA PLAN: 02/2024
54	3/8/2024	4444.207.231-Operations Equipment	$ (300.00)	53107	Invoice	Webb Effects, LLC-19250	TAC130 TRAILER: VINYL GRAPHICS
55	3/8/2024	2243.207.324-Telephone	$ (352.00)	QC	Invoice	Axia Technology Partners, LLC-9946	TELEPHONE: 03/2024
56	3/8/2024	2243.207.325-On-Line Services	$ (63.07)	QC	Invoice	Comcast Business-6336	TV SVC: 03/13/2024-04/12/2024
57	3/11/2024	2243.207.225-Uniforms	$ (149.44)	53113	Invoice	D & E Printing Co., Inc.-172	NEW HIRE PT UNIFORM: A. MONDAY
58	3/11/2024	2243.207.225-Uniforms	$ (377.05)	53114	Invoice	MES-Indiana-7380	NEW HIRE: L. BOEHM: DRESS UNIFORM
59	3/11/2024	2243.207.223-Office Supplies	$ -	53115	133-Sta Allotment	Amazon Capital Services-4717	STA133: AA BATTERIES
60	3/11/2024	2243.207.292-Operating Supplies	$ (239.18)	53115	133-Sta Allotment	Amazon Capital Services-4717	STA133: SPRAY BOTTLES, DISH SOAP, SIMPLE GREEN, TRASH BAGS, BATH CLNR, TP, LYSOL
61	3/11/2024	2243.207.363-Vehicle/Equipment Repairs	$ (305.82)	53116	Invoice	O'Reilly Automotive, Inc.-6837	M139: BATTERY
62	3/11/2024	4444.207.424-SCBA/Airpacks	$ (3,797.10)	53117	Invoice	MES-Indiana-7380	SCBA: ADDITIONAL FACE PIECES
63	3/11/2024	2243.207.363-Vehicle/Equipment Repairs	$ (16.82)	53118	Invoice	O'Reilly Automotive, Inc.-6837	M133: BULB
64	3/11/2024	2243.207.226-Fuel	$ (356.69)	QC	Invoice	Wex Fleet Universal-14024	MONTHLY FUEL: 02/2024
65	3/11/2024	2243.207.362-Copier Lease & Maintenance	$ (133.48)	QC	Invoice	Van Ausdall & Farrar, Inc.-1311	PER PAGE: #22084-04: 02/2024
66	3/12/2024	2243.207.363-Vehicle/Equipment Repairs	$ (6.49)	53120	Invoice	O'Reilly Automotive, Inc.-6837	TRENCH TRAILER: WIRE CONNECTOR
67	3/12/2024	2243.207.292-Operating Supplies	$ (28.28)	53121	Lowes	Lowe's-9486	HQ STOCK: C2032 BATTS
68	3/12/2024	2243.207.363-Vehicle/Equipment Repairs	$ (291.13)	53122	Invoice	Mower Zone-8392	CART130: BATTERY, DEAD SHORT
69	3/12/2024	4444.207.424-SCBA/Airpacks	$ (1,675.00)	53123	Quote/Proposal	Indy Electric, LLC-15122	STA133 SCBA COMPRESSOR ELECTRICAL WORK
70	3/12/2024	2243.207.325-On-Line Services	$ (1,253.42)	QC	Invoice	Everstream Holding LLC-Michigan-8127	FIBER-OPTIC: 02/2024 AND 03/2024
71	3/14/2024	2243.207.227-Computer Supplies	$ (195.49)	53146	Visa	Amazon Capital Services-4717	C1321: STANDING DESK
72	3/14/2024	2243.207.363-Vehicle/Equipment Repairs	$ (756.70)	53147	Invoice	Brownsburg Napa and Machining-35	M133: BRAKE REPLACEMENT PARTS M134: OIL CHANGE PARTS
73	3/14/2024	2243.207.393-Subscriptions & Dues	$ (248.00)	53150	Invoice	CLIA Laboratory Program-5741	2 YR CERTIFICATE
74	3/14/2024	2243.207.313-Training & Travel	$ (1,400.00)	53151	Invoice	Advanced Rescue Solutions-19908	"STRUCTURAL COLLAPSE OPS": REGISTRATION
75	3/14/2024	2243.207.365-Radio Maintenance	$ (360.99)	53152	Invoice	Donley Safety & Apparatus Service-195	HEADSET REPAIRS
76	3/14/2024	AA-2243.207.309-Professional Services	$ (9,200.00)	53154	Invoice	Banning Engineering-4281	BFT134HQ: DUE DILIGENCE
77	3/14/2024	2243.207.316-Misc. Other Services	$ (2.12)	53157	Visa	Apple-11630	PIO MEDIA: DOWNLOADS
78	3/14/2024	2243.207.326-Cellular & Data	$ (9.99)	53158	Visa	Apple-11630	PIO MEDIA ADD'L PHONE STORAGE: 02/2024
79	3/14/2024	2243.207.360-Facility Maintenance	$ (55.00)	53159	Visa	Cook's Glass & Mirror Co., Inc.-20935	STA132: GLASS FOR WINDOW REPAIR
80	3/14/2024	2243.207.363-Vehicle/Equipment Repairs	$ (100.00)	53160	Invoice	Waymire A.P.S., Inc.-1407	C1330: ADD'L LIGHTS PACKAGE LABOR
81	3/14/2024	2243.207.292-Operating Supplies	$ (13.46)	53161	Lowes	Lowe's-9486	STA132: DECAL REMOVER
82	3/14/2024	4444.207.387-PPE Equipment	$ (2,250.00)	53162	Quote/Proposal	Conway Shield-10067	HELMETS AND SHIELDS
83	3/14/2024	2243.207.290-Medical Supplies	$ (1,963.90)	53163	Invoice	Penn Care, Inc.-17336	MISC. MEDICAL SUPPLIES
84	3/14/2024	2243.207.292-Operating Supplies	$ (295.66)	53164	Invoice	GreenCycle McCarty-15398	STA131: MULCH
85	3/14/2024	2243.207.363-Vehicle/Equipment Repairs	$ (1,270.89)	53165	Quote/Proposal	Belle Tire Distributors-16996	POOLCAR: PMI
86	3/14/2024	2243.207.354-Water	$ (145.53)	QC	Invoice	Citizen's Energy Group-432	STA133: METER: 3/7/2024
87	3/14/2024	2243.207.393-Subscriptions & Dues	$ (185.57)	CT Direct	Invoice	Amazon Capital Services-4717	2024 BUSINESS PRIME MEMBERSHIP FEE
88	3/15/2024	2243.207.227-Computer Supplies	$ (37.88)	53184	Online Order	Amazon Capital Services-4717	IPHONE CHARGING CABLES
89	3/15/2024	2243.207.361-Turnout Gear Maintenance	$ (961.92)	53187	Invoice	Macqueen Emergency Group-7186	TURNOUT COATS CORRECTIONS
90	3/15/2024	4444.207.231-Operations Equipment	$ (3,007.00)	53189	Quote/Proposal	MES-Indiana-7380	TIC (OPERATIONS); SHIPPING
91	3/15/2024	4444.207.422-Training	$ (3,007.00)	53190	Quote/Proposal	MES-Indiana-7380	TIC (TRAINING); SHIPPING
92	3/15/2024	4444.207.350-Facility Updates	$ (4,368.00)	53191	Quote/Proposal	Carpenter's Crew, Inc.-20923	STA132: KITCHEN REMODEL: CABINETS AND COUNTERTOPS INSTALL
93	3/15/2024	AA-4444.207.350-Facility Updates	$ (21,433.04)	53192	Quote/Proposal	BGI Fitness-4571	STA131: WORKOUT ROOM FLOORING
94	3/15/2024	2243.207.313-Training & Travel	$ (425.00)	53193	Visa	(IAFC) International Assocation of Fire Chiefs-265	"IAFC COMMUNITY RISK REDUCTION CONFERENCE 2024": REGISTRATION
95	3/15/2024	2243.207.313-Training & Travel	$ (379.96)	53194	Visa	Southwest Airlines-9365	"IAFC COMMUNITY RISK REDUCTION CONFERENCE 2024": AIRFARE
96	3/15/2024	2243.207.313-Training & Travel	$ (870.68)	53195	Visa	Renaissance Hotels-10740	"IAFC COMMUNITY RISK REDUCTION CONFERENCE 2024": HOTEL
97	3/20/2024	2243.207.227-Computer Supplies	$ (28.39)	53214	Online Order	Amazon Capital Services-4717	C1350: REPLACEMENT LAPTOP BATTERY
98	3/20/2024	2243.207.223-Office Supplies	$ (18.00)	53215	133-Sta Allotment	Amazon Capital Services-4717	STA133: AA BATTERIES
99	3/20/2024	2243.207.292-Operating Supplies	$ (50.76)	53215	133-Sta Allotment	Amazon Capital Services-4717	STA133: TRASH BAGS, BATHRM DISINFECT CLNR

LINE	DATE	FUND	AMOUNT	TRANS_TYPE	TRANSACTION	VENDOR	REPORT TITLE
100	3/20/2024	2243.207.326-Cellular & Data	$ (8.00)	53216	Visa	jamf-20940	CELL PHONE MGMT TOOL: 3/16/2024-4/15/2024
101	3/20/2024	2243.207.309-Professional Services	$ (474.26)	53217	Visa	Docusign-19035	2024 RENEWAL: BUSINESS PRO: 1 USER
102	3/21/2024	2243.207.346-Health & Wellness	$ (21,775.00)	53219	Contract	United Diagnostic Service LLC (UDS)-20897	FIRST RESPONDER CANCER SCREENINGS
103	3/21/2024	2243.207.360-Facility Maintenance	$ (10.91)	53220	Lowes	Lowe's-9486	STA131: CONTACT CEMENT
104	3/21/2024	2243.207.289-CPR Supplies	$ (412.00)	53221	Invoice	American Heart Assocation-16499	ECARDS: BLS, 1ST AID/CPR/AED, CPR/AED
105	3/21/2024	2243.207.360-Facility Maintenance	$ (17.08)	53222	Lowes	Lowe's-9486	HQ: REPLACEMENT SHOWERHEAD
106	3/21/2024	2243.207.363-Vehicle/Equipment Repairs	$ (1,005.00)	53223	Quote/Proposal	Waymire A.P.S., Inc.-1407	LIGHT BAR TXFR VEH-TO-VEH
107	3/21/2024	2243.207.360-Facility Maintenance	$ (569.05)	53224	Lowes	Lowe's-9486	STA132: REPLACEMENT DISHWASHER
108	3/21/2024	2243.207.398-Professional Memberships	$ (1,727.50)	53225	Visa	National Fire Protection Assoc.-NFPA-1333	NFPA MEMBERSHIP & NFCSS SUBSCRIPTION
109	3/21/2024	2243.207.313-Training & Travel	$ (495.00)	53226	Visa	ELITE Public Safety Consulting-15045	"FIRE INVESTIGATOR 1": REGISTRATION
110	3/21/2024	2243.207.363-Vehicle/Equipment Repairs	$ (6,916.08)	53227	Quote/Proposal	Cummins Crosspoint-6445	E133: DIAGNOSIS: CYLINDER HEAD GASKET LEAK
111	3/21/2024	2243.207.363-Vehicle/Equipment Repairs	$ (100.00)	53228	Invoice	Waymire A.P.S., Inc.-1407	C1340: REMOVAL INNER EDGE
112	3/21/2024	2243.207.364-IT Services	$ (2,268.99)	53229	Quote/Proposal	Tyler Technologies, Inc.-7819	RENEWAL: MOBILEYES: 2024/2025
113	3/21/2024	2243.207.363-Vehicle/Equipment Repairs	$ (109.91)	53230	Invoice	Belle Tire Distributors-16996	C1321: OIL CHANGE; PMI
114	3/21/2024	2243.207.363-Vehicle/Equipment Repairs	$ (53.94)	53231	Invoice	O'Reilly Automotive, Inc.-6837	HQ STOCK: FUEL MIX
115	3/21/2024	2243.207.290-Medical Supplies	$ (87.00)	53232	Invoice	Indianapolis EMS-13557	CYLINDER RENTALS: 02/2024: EXT 11077
116	3/21/2024	2243.207.233-Training Supplies	$ (186.15)	53233	Lowes	Lowe's-9486	HQ: BRUSHES & POLES, PNEUMATIC STAPLER/STAPLES, DRILL BIT SET, MK PAINT
117	3/21/2024	4444.207.451-Vehicles	$ (220,000.00)	53234	Invoice	Fire Service, Inc.-6014	PROJECT: BFTM139RECHASS M139 RE-CHASSIS
118	3/21/2024	7728-(Non-BFT Fund): Insurance	$ (250.00)	53235	Invoice	Webb Effects, LLC-19250	C1322: REPAIR GRAPHICS
119	3/21/2024	7728-(Non-BFT Fund): Insurance	$ (15,701.17)	53236	Invoice	Truck Painting Specialist, Inc.-14925	M131: ACCIDENT REPAIRS
120	3/21/2024	7728-(Non-BFT Fund): Insurance	$ (450.00)	53237	Invoice	Webb Effects, LLC-19250	M131: REPAIR GRAPHICS
121	3/21/2024	2243.207.360-Facility Maintenance	$ (85.00)	QC	Invoice	Mister Ice of Indianapolis-9242	STA131: ICE MACHINE LEASE: 03/2024
122	3/26/2024	2243.207.292-Operating Supplies	$ (299.90)	53278	Online Order	Amazon Capital Services-4717	STA131: C-SHAPE END TABLES
123	3/31/2024	2243.207.226-Fuel	$ (4,857.42)	Utility	CT Direct	Pinkerton Fuels & Lubricants-5046	ULS #2 DIESEL PREMIUM; CONV UNL 87 E10 R9+
124	3/31/2024	2243.207.226-Fuel	$ (1,996.32)	Utility	CT Direct	Yoder Oil Co., Inc.-19586	DIESEL
125	3/31/2024	2243.207.226-Fuel	$ (2,362.58)	Utility	CT Direct	Yoder Oil Co., Inc.-19586	UNLEADED 87 W/10% ETHANOL
126	3/31/2024	2243.207.309-Professional Services	$ (88.44)	Utility	HR	Global HR Research-19309	LAT TX FF CANDIDATE BACKGROUND CHECK
127	3/31/2024	2243.207.350-Stormwater	$ (75.00)	Utility	CT Direct	Town of Brownsburg Utilities-1210	MONTHLY SEWER: HQ: 03/2024
128	3/31/2024	2243.207.350-Stormwater	$ (62.50)	Utility	CT Direct	Town of Brownsburg Utilities-1210	MONTHLY: SEWER: STA131: 03/2024
129	3/31/2024	2243.207.354-Water	$ (230.58)	Utility	CT Direct	Town of Brownsburg Utilities-1210	MONTHLY WATER: HQ: 03/2024
130	3/31/2024	2243.207.354-Water	$ (350.08)	Utility	CT Direct	Town of Brownsburg Utilities-1210	MONTHLY WATER: STA131: 03/2024
131	3/31/2024	2243.207.351-Electricity	$ (772.02)	Utility	CT Direct	AES-6113	MONTHLY ELECTRIC: STA133: 1/27/2024-2/26/2024
132	3/31/2024	2243.207.351-Electricity	$ (954.30)	Utility	CT Direct	Hendricks Power Co-op-253	MONTHLY ELECTRIC: STA132/LOT: 02/01/2024-03/01/2024
133	3/31/2024	2243.207.351-Electricity	$ (1,293.39)	Utility	CT Direct	Duke Energy-5858	HQ/ADMIN: 11/16/2023-01/16/2024
134	3/31/2024	2243.207.351-Electricity	$ (1,258.39)	Utility	CT Direct	Duke Energy-5858	HQ/ADMIN: 01/17/2024-02/15/2024
135	3/31/2024	2243.207.351-Electricity	$ (86.83)	Utility	CT Direct	Duke Energy-5858	HQ/GARAGE: 11/16/2023-01/16/2024
136	3/31/2024	2243.207.351-Electricity	$ (93.29)	Utility	CT Direct	Duke Energy-5858	HQ/GARAGE: 01/17/2024-02/15/2024
137	3/31/2024	2243.207.351-Electricity	$ (1,337.22)	Utility	CT Direct	Duke Energy-5858	STA131: LIGHTING/ELECTRIC: 01/23/2024-02/20/2024
138	3/31/2024	2243.207.351-Electricity	$ (10.70)	Utility	CT Direct	Duke Energy-5858	JR. HIGH SIRENS: 01/30/2024-02/27/2024
139	3/31/2024	2243.207.351-Electricity	$ (42.80)	Utility	CT Direct	Duke Energy-5858	SIREN #4: 01/30/2024-02/27/2024
140	3/31/2024	2243.207.351-Electricity	$ (1,063.30)	Utility	CT Direct	Duke Energy-5858	HQ/ADMIN: 02/16/2024-03/15/2024
141	3/31/2024	2243.207.351-Electricity	$ (16.26)	Utility	CT Direct	Duke Energy-5858	STA131: LIGHTING/ELECTRIC: 02/21/2024-03/20/2024
142	3/31/2024	2243.207.351-Electricity	$ (82.59)	Utility	CT Direct	Duke Energy-5858	HQ/GARAGE: 02/16/2024-03/15/2024
143	3/31/2024	2243.207.353-Heat	$ (616.04)	Utility	CT Direct	Centerpoint Energy-310	MONTHLY GAS: HQ: 02/05/2024-03/05/2024
144	3/31/2024	2243.207.353-Heat	$ (869.99)	Utility	CT Direct	Centerpoint Energy-310	MONTHLY GAS: STA131: 02/05/2024-03/05/2024
145	3/31/2024	2243.207.353-Heat	$ (649.45)	Utility	CT Direct	Centerpoint Energy-310	MONTHLY GAS: STA132: 02/06/2024-03/05/2024
146	3/31/2024	2243.207.353-Heat	$ (432.66)	Utility	CT Direct	Centerpoint Energy-310	MONTHLY GAS: STA133: 02/05/2024-03/05/2024
147	3/31/2024	2243.207.355-Scavenger Services	$ (100.00)	Utility	CT Direct	Jack's Trash Service-20184	MONTHLY TRASH: HQ: 03/2024
148	3/31/2024	2243.207.355-Scavenger Services	$ (80.00)	Utility	CT Direct	Jack's Trash Service-20184	MONTHLY TRASH: STA131: 03/2024
149	3/31/2024	2243.207.355-Scavenger Services	$ (70.00)	Utility	CT Direct	Jack's Trash Service-20184	MONTHLY TRASH: STA132: 03/2024
150	3/31/2024	2243.207.355-Scavenger Services	$ (60.00)	Utility	CT Direct	Jack's Trash Service-20184	MONTHLY TRASH: STA133: 03/2024
151	3/31/2024	2243.207.355-Scavenger Services	$ (72.00)	Utility	CT Direct	Jack's Trash Service-20184	ERROR: DIFFERENT DEPT CHARGED TO BFT
152	3/31/2024	2243.207.355-Scavenger Services	$ 72.00	Utility	CT Direct	Jack's Trash Service-20184	CLERK-TREASURER CORRECTION REVERSAL
153	3/31/2024	2243.207.355-Scavenger Services	$ (100.00)	Utility	CT Direct	Jack's Trash Service-20184	MONTHLY TRASH: HQ: 04/2024
154	3/31/2024	2243.207.355-Scavenger Services	$ (80.00)	Utility	CT Direct	Jack's Trash Service-20184	MONTHLY TRASH: STA131: 04/2024
155	3/31/2024	2243.207.355-Scavenger Services	$ (70.00)	Utility	CT Direct	Jack's Trash Service-20184	MONTHLY TRASH: STA132: 04/2024
156	3/31/2024	2243.207.355-Scavenger Services	$ (60.00)	Utility	CT Direct	Jack's Trash Service-20184	MONTHLY TRASH: STA133: 04/2024
157	3/31/2024	2243.207.364-IT Services	$ (156.25)	Utility	CT Direct	Steele Insurance-14947	INSURANCE INTERFACE MAINT. SUPPORT: 02/2024
		Total:	$ (399,824.56)				
		2243-General Operating Fund	$ (104,794.55)				
		ERF 4444.207.231-Operations Equipment	$ (6,819.70)				
		ERF 4444.207.350-Facility Updates	$ (29,430.04)				
		ERF 4444.207.387-PPE Equipment	$ (2,250.00)				
		ERF 4444.207.422-Training	$ (3,007.00)				
		ERF 4444.207.424-SCBA/Airpacks	$ (5,472.10)				
		ERF 4444.207.436-Fitness Equipment	$ (11,650.00)				
		ERF 4444.207.451-Vehicles	$ (220,000.00)				
		7728-(Non-BFT Fund): Insurance	$ (16,401.17)				

Account Title Number	BEG BUDGET PO'S PREV YEARS	ADD'L BUDGET REVISED APPRO	MONTHLY EXP YTD EXPENSE	PREV. YR MONTH PREV YR YTD	OUTSTANDING PO % SPENT YTD	WHAT'S LEFT TO SPEND
FIRE CHIEF'S PAY	$ 119,111.64	$ -	$ 14,205.18	$ 12,960.95	$ -	$ 86,766.22
2243.207.113	$ -	$ 119,111.64	$ 32,345.42	$ 29,675.55	27.16%	
SECRETARY PAY	$ 46,118.79	$ -	$ 5,321.40	$ 4,888.02	$ -	$ 33,702.19
2243.207.114	$ -	$ 46,118.79	$ 12,416.60	$ 11,405.38	26.92%	
SUPPORT SERVICES PAY	$ 40,000.00	$ -	$ 4,080.00	$ 3,136.00	$ -	$ 30,550.00
2243.207.115	$ -	$ 40,000.00	$ 9,450.00	$ 3,136.00	23.63%	
COMMISSION/SEC PAY	$ 2,700.00	$ -	$ 450.00	$ 250.00	$ -	$ 2,250.00
2243.207.116	$ -	$ 2,700.00	$ 450.00	$ 250.00	16.67%	
DEPUTY FIRE MARSHALL PAY	$ 96,375.09	$ -	$ 9,639.06	$ 1,313.01	$ -	$ 74,683.95
2243.207.117	$ -	$ 96,375.09	$ 21,691.14	$ 1,313.01	22.51%	
PUBLIC EDUCATOR	$ 79,538.43	$ -	$ -	$ -	$ -	$ 79,538.43
2243.207.118	$ -	$ 79,538.43	$ -	$ -	.%	
CIVILIAN PARAMEDICS	$ 1,419,922.23	$ -	$ 126,600.45	$ 114,727.60	$ -	$ 1,133,010.20
2243.207.119	$ -	$ 1,419,922.23	$ 286,912.03	$ 251,414.24	20.21%	
CIVILIAN TARGET PAY OT	$ -	$ -	$ 56,606.53	$ 52,563.69	$ -	$ (127,959.38)
2243.207.119.01	$ -	$ -	$ 127,959.38	$ 118,587.93	.%	
FIREFIGHTER PAY	$ 5,811,285.52	$ -	$ 710,366.77	$ 619,525.04	$ -	$ 4,215,948.47
2243.207.120	$ -	$ 5,811,285.52	$ 1,595,337.05	$ 1,462,952.00	27.45%	
FIRE MARSHAL PAY	$ 103,117.72	$ -	$ 12,325.14	$ 3,443.59	$ -	$ 75,159.06
2243.207.121	$ -	$ 103,117.72	$ 27,958.66	$ 3,443.59	27.11%	
IT ADMINISTRATOR	$ 11,934.00	$ -	$ 1,376.97	$ 1,275.00	$ -	$ 8,721.07
2243.207.122	$ -	$ 11,934.00	$ 3,212.93	$ 2,975.01	26.92%	
OVERTIME PAY	$ 200,000.00	$ -	$ 55,669.46	$ 19,886.52	$ -	$ 115,178.54
2243.207.123	$ -	$ 200,000.00	$ 84,821.46	$ 45,399.46	42.41%	
SPECIAL/CYCLE PAY	$ 35,000.00	$ -	$ 2,486.92	$ 1,382.24	$ -	$ 28,242.65
2243.207.124	$ -	$ 35,000.00	$ 6,757.35	$ 6,934.34	19.31%	
RIDE OUT PAY FLSA PAY	$ 50,000.00	$ -	$ 3,391.00	$ 3,023.50	$ -	$ 39,998.00
2243.207.125	$ -	$ 50,000.00	$ 10,002.00	$ 10,702.50	20.%	
HOLIDAY PAY	$ 40,000.00	$ -	$ 2,800.00	$ 2,737.50	$ -	$ 26,040.00
2243.207.126	$ -	$ 40,000.00	$ 13,960.00	$ 12,857.50	34.9%	
FICA & MEDICARE	$ 222,183.16	$ -	$ 28,177.00	$ 23,345.87	$ -	$ 158,946.21
2243.207.130	$ -	$ 222,183.16	$ 63,236.95	$ 52,815.29	28.46%	
HEALTH INSURANCE	$ 2,270,370.12	$ -	$ 189,197.51	$ 173,174.42	$ -	$ 1,702,777.59
2243.207.131	$ -	$ 2,270,370.12	$ 567,592.53	$ 519,523.26	25.%	
PERF	$ 1,499,151.40	$ -	$ 175,930.03	$ 145,084.47	$ -	$ 1,090,727.41
2243.207.132	$ -	$ 1,499,151.40	$ 408,423.99	$ 341,410.70	27.24%	
OTHER BENEFITS	$ 1,900.00	$ -	$ -	$ -	$ -	$ -
2243.207.133	$ -	$ 1,900.00	$ 1,900.00	$ -	100.%	
*TOTAL SALARIES & BENEFITS	$ 12,048,708.10	$ -	$ 1,398,623.42	$ 1,182,717.42	$ -	$ 8,774,280.61
	$ -	$ 12,048,708.10	$ 3,274,427.49	$ 2,874,795.76	27.18%	
POSTAGE	$ 500.00	$ -	$ -	$ -	$ -	$ 405.41
2243.207.221	$ 112.15	$ 612.15	$ 206.74	$ -	33.77%	
OFFICE SUPPLIES	$ 7,000.00	$ -	$ 247.93	$ 530.82	$ 530.30	$ 3,683.83
2243.207.223	$ 210.94	$ 7,210.94	$ 2,996.81	$ 1,642.07	41.56%	
FIREFIGHTER UNIFORMS	$ 21,500.00	$ -	$ 1,595.96	$ 3,028.66	$ 1,758.76	$ 19,736.81
2243.207.225	$ 3,265.07	$ 24,765.07	$ 3,269.50	$ 10,067.86	13.2%	
FUEL	$ 90,000.00	$ -	$ 9,573.01	$ 5,368.64	$ -	$ 72,040.61
2243.207.226	$ 6,816.11	$ 96,816.11	$ 24,775.50	$ 28,636.83	25.59%	
COMPUTER SUPPLIES	$ 5,000.00	$ -	$ 197.98	$ 182.29	$ 1,469.53	$ 3,300.20
2243.207.227	$ -	$ 5,000.00	$ 230.27	$ 227.17	4.61%	
SPECIAL OPS SUPPLIES	$ 5,000.00	$ -	$ -	$ 207.40	$ -	$ 3,652.68
2243.207.231	$ -	$ 5,000.00	$ 1,347.32	$ 207.40	26.95%	

Account Title Number	BEG BUDGET PO'S PREV YEARS	ADD'L BUDGET REVISED APPRO	MONTHLY EXP YTD EXPENSE	PREV. YR MONTH PREV YR YTD	OUTSTANDING PO % SPENT YTD	WHAT'S LEFT TO SPEND
SCBA	$ 2,500.00	$ -	$ -	$ -	$ -	$ 2,500.00
2243.207.232	$ -	$ 2,500.00	$ -	$ -	.%	
TRAINING SUPPLIES	$ 15,000.00	$ -	$ 1,190.21	$ 1,061.47	$ 649.52	$ 12,635.64
2243.207.233	$ 4,663.12	$ 19,663.12	$ 6,377.96	$ 1,983.21	32.44%	
FIRE PREVENTION SUPPLIES	$ 14,500.00	$ -	$ 137.40	$ 555.35	$ -	$ 14,023.20
2243.207.274	$ 125.68	$ 14,625.68	$ 602.48	$ 555.35	4.12%	
CPR SUPPLIES	$ 3,000.00	$ -	$ -	$ -	$ 412.00	$ 1,997.20
2243.207.289	$ -	$ 3,000.00	$ 590.80	$ 48.00	19.69%	
MEDICAL SUPPLIES	$ 80,000.00	$ -	$ 9,573.03	$ 9,238.59	$ 3,228.40	$ 61,855.86
2243.207.290	$ 6,776.94	$ 86,776.94	$ 21,692.68	$ 22,662.54	25.%	
OPERATING SUPPLIES	$ 26,000.00	$ -	$ 1,050.19	$ 4,665.60	$ 711.29	$ 22,938.20
2243.207.292	$ 404.75	$ 26,404.75	$ 2,755.26	$ 7,442.42	10.43%	
FIREFIGHTING SUPPLIES	$ 20,000.00	$ -	$ 206.99	$ 329.75	$ 624.12	$ 19,103.77
2243.207.293	$ -	$ 20,000.00	$ 272.11	$ 5,150.84	1.36%	
PROTECTIVE CLOTHING	$ 15,000.00	$ -	$ 1,778.29	$ 359.00	$ 133.25	$ 10,295.17
2243.207.296	$ 3,988.25	$ 18,988.25	$ 8,559.83	$ 359.00	45.08%	
TOTAL SUPPLIES*	$ 305,000.00	$ -	$ 25,550.99	$ 25,527.57	$ 9,517.17	$ 248,168.58
	$ 26,363.01	$ 331,363.01	$ 73,677.26	$ 78,982.69	22.23%	
CLERK-TREASURER ACCT & P/R	$ 30,000.00	$ -	$ -	$ -	$ -	$ 15,000.00
2243.207.303	$ -	$ 30,000.00	$ 15,000.00	$ 15,000.00	50.%	
PROFESSIONAL SERVICES	$ 40,000.00	$ 22,600.00	$ 9,288.44	$ 211.94	$ 477.21	$ 52,757.96
2243.207.309	$ -	$ 62,600.00	$ 9,364.83	$ 3,232.49	14.96%	
AMBULANCE COLLECTION/ACCT	$ 55,000.00	$ -	$ 5,350.39	$ 2,651.32	$ -	$ 49,649.61
2243.207.310	$ 75.71	$ 55,075.71	$ 5,426.10	$ 8,542.20	9.85%	
ATTORNEY FEES	$ 50,000.00	$ -	$ 11,931.00	$ 115.50	$ 9,106.91	$ 38,069.00
2243.207.312	$ 37,084.11	$ 87,084.11	$ 39,908.20	$ 115.50	45.83%	
TRAINING AND TRAVEL	$ 46,300.00	$ -	$ 8,000.00	$ 4,900.60	$ 4,012.26	$ 30,288.01
2243.207.313	$ 1,211.24	$ 47,511.24	$ 13,210.97	$ 17,545.14	27.81%	
MISC OTHER SERVICES	$ 9,200.00	$ -	$ 142.00	$ -	$ 510.45	$ 8,441.38
2243.207.316	$ -	$ 9,200.00	$ 248.17	$ 32.87	2.7%	
TELEPHONE	$ 5,800.00	$ -	$ 352.00	$ 352.00	$ -	$ 4,744.00
2243.207.324	$ -	$ 5,800.00	$ 1,056.00	$ 1,056.00	18.21%	
ON-LINE SERVICES	$ 10,000.00	$ -	$ 1,476.46	$ 841.23	$ -	$ 7,440.75
2243.207.325	$ -	$ 10,000.00	$ 2,559.25	$ 2,393.72	25.59%	
CELL PHONES	$ 14,000.00	$ -	$ 1,260.15	$ -	$ 17.99	$ 11,450.73
2243.207.326	$ 9.99	$ 14,009.99	$ 2,541.27	$ 2,356.36	18.14%	
PRINTING & ADVERTISING	$ 250.00	$ -	$ -	$ -	$ -	$ 250.00
2243.207.331	$ -	$ 250.00	$ -	$ -	.%	
LEGAL NOTICES	$ 500.00	$ -	$ 29.88	$ -	$ -	$ 470.12
2243.207.332	$ -	$ 500.00	$ 29.88	$ -	5.98%	
PROFESSIONAL BOOKS	$ 2,000.00	$ -	$ -	$ -	$ -	$ 2,000.00
2243.207.334	$ -	$ 2,000.00	$ -	$ -	.%	
WARNING SIRENS	$ 8,000.00	$ -	$ -	$ -	$ -	$ 8,000.00
2243.207.336	$ -	$ 8,000.00	$ -	$ -	.%	
LIABILITY INS DEDUCTIBLES	$ 8,000.00	$ -	$ -	$ -	$ -	$ 8,000.00
2243.207.339	$ -	$ 8,000.00	$ -	$ -	.%	
INSURANCE/DEDUCTIBLES	$ 75,000.00	$ -	$ 911.00	$ -	$ -	$ 74,089.00
2243.207.340	$ -	$ 75,000.00	$ 911.00	$ -	1.21%	
WORKERS COMPENSATION	$ 80,000.00	$ -	$ -	$ -	$ -	$ 80,000.00
2243.207.343	$ -	$ 80,000.00	$ -	$ -	.%	
HEALTH & WELLNESS	$ 134,060.00	$ -	$ 791.00	$ 350.00	$ 37,885.91	$ 111,324.18
2243.207.346	$ 17,692.00	$ 151,752.00	$ 2,541.91	$ 1,950.00	1.68%	
STORMWATER	$ 2,500.00	$ -	$ 227.50	$ 137.50	$ -	$ 1,817.50

Account Title / Number	BEG BUDGET / PO'S PREV YEARS	ADD'L BUDGET / REVISED APPRO	MONTHLY EXP / YTD EXPENSE	PREV. YR MONTH / PREV YR YTD	OUTSTANDING PO / % SPENT YTD	WHAT'S LEFT / TO SPEND
2243.207.350	$ -	$ 2,500.00	$ 682.50	$ 412.50	27.3%	
ELECTRICITY	$ 70,000.00	$ -	$ 8,256.98	$ 5,506.03	$ -	$ 54,588.28
2243.207.351	$ -	$ 70,000.00	$ 15,411.72	$ 21,251.75	22.02%	
HEAT	$ 45,000.00	$ -	$ 2,568.14	$ 3,090.41	$ -	$ 34,760.37
2243.207.353	$ -	$ 45,000.00	$ 10,239.63	$ 13,810.91	22.75%	
WATER	$ 15,000.00	$ -	$ 726.19	$ 767.78	$ -	$ 12,786.70
2243.207.354	$ -	$ 15,000.00	$ 2,213.30	$ 2,331.22	14.76%	
TRASH SERVICE	$ 5,500.00	$ -	$ 719.00	$ 396.06	$ -	$ 4,399.00
2243.207.355	$ -	$ 5,500.00	$ 1,101.00	$ 1,084.82	20.02%	
FACILITY MAINTENANCE	$ 100,280.00	$ -	$ 16,427.34	$ 18,849.09	$ 12,629.34	$ 48,954.39
2243.207.360	$ 8,106.34	$ 108,386.34	$ 46,802.61	$ 43,657.94	43.18%	
TURNOUT GEAR MAINTENANCE	$ 20,000.00	$ -	$ 961.92	$ 156.21	$ 506.75	$ 18,517.41
2243.207.361	$ 113.00	$ 20,113.00	$ 1,088.84	$ 975.48	5.41%	
COPIER & LEASE MAINTENANCE	$ 9,000.00	$ -	$ 566.42	$ 451.64	$ -	$ 6,877.33
2243.207.362	$ -	$ 9,000.00	$ 2,122.67	$ 918.85	23.59%	
VEHICLE/EQUIPMENT REPAIRS	$ 140,000.00	$ -	$ 23,601.03	$ 4,790.16	$ 9,985.52	$ 74,058.38
2243.207.363	$ 1,615.23	$ 141,615.23	$ 57,571.33	$ 58,477.86	40.65%	
IT SUPPORT FEES	$ 85,122.00	$ -	$ 6,247.82	$ 3,577.93	$ 2,268.99	$ 69,115.53
2243.207.364	$ 2,106.00	$ 87,228.00	$ 15,843.48	$ 13,761.90	18.16%	
RADIO MAINTENANCE	$ 8,000.00	$ -	$ 1,485.89	$ 350.63	$ 2,582.80	$ 3,931.31
2243.207.365	$ -	$ 8,000.00	$ 1,485.89	$ 2,728.37	18.57%	
EMS MAINTENANCE	$ 33,360.00	$ -	$ 592.00	$ 200.00	$ -	$ 28,298.25
2243.207.369	$ -	$ 33,360.00	$ 5,061.75	$ 200.00	15.17%	
SUBSCRIPTIONS/DUES	$ 500.00	$ -	$ 433.57	$ 84.71	$ -	$ 66.43
2243.207.393	$ -	$ 500.00	$ 433.57	$ 84.71	86.71%	
PROFESSIONAL MEMBERSHIPS	$ 3,980.00	$ -	$ -	$ -	$ 1,850.50	$ 1,814.50
2243.207.398	$ 125.00	$ 4,105.00	$ 440.00	$ 360.00	10.72%	
TOTAL OTHER SVCS*	$ 1,106,352.00	$ 22,600.00	$ 102,346.12	$ 47,780.74	$ 81,834.63	$ 861,960.12
	$ 68,138.62	$ 1,197,090.62	$ 253,295.87	$ 212,280.59	21.16%	
LAND ACQUISITIONS	$ -	$ 259,600.00	$ -	$ -	$ -	$ 259,600.00
2243.207.401	$ -	$ 259,600.00	$ -	$ -	.%	
TOTAL CAPITAL EXPENSES*	$ -	$ 259,600.00	$ -	$ -	$ -	$ 259,600.00
	$ -	$ 259,600.00	$ -	$ -	.%	
**TOTAL FIRE TERRITORY BUDGET	$ 13,460,060.10	$ 282,200.00	$ 1,526,520.53	$ 1,256,025.73	$ 91,351.80	$ 10,144,009.31
	$ 94,501.63	$ 13,836,761.73	$ 3,601,400.62	$ 3,166,059.04	26.03%	
GRAND TOTAL	**$ 13,460,060.10**	**$ 282,200.00**	**$ 1,526,520.53**	**$ 1,256,025.73**	**$ 91,351.80**	**$ 10,144,009.31**
	$ 94,501.63	**$ 13,836,761.73**	**$ 3,601,400.62**	**$ 3,166,059.04**	**26.03%**	

Account Title Number	BEG BUDGET PO'S PREV YEARS	ADD'L BUDGET REVISED APPRO	MONTHLY EXP YTD EXPENSE	PREV. YR MONTH PREV YR YTD	OUTSTANDING PO % SPENT YTD	WHAT'S LEFT TO SPEND
FIREFIGHTING EQUIPMENT	$ 74,200.00	$ -	$ 29,421.63	$ -	$ 7,146.20	$ 38,258.67
4444.207.231	$ 13,790.69	$ 87,990.69	$ 42,585.82	$ 19,981.63	48.4%	
SCBA EQUIPMENT	$ 2,000.00	$ -	$ -	$ -	$ -	$ 2,000.00
4444.207.232	$ -	$ 2,000.00	$ -	$ -	.%	
* TOTAL SUPPLIES	$ 76,200.00	$ -	$ 29,421.63	$ -	$ 7,146.20	$ 40,258.67
	$ 13,790.69	$ 89,990.69	$ 42,585.82	$ 19,981.63	47.32%	
FACILITY UPDATES	$ 510,000.00	$ 21,500.00	$ 59,802.26	$ -	$ 25,801.04	$ 485,573.70
4444.207.350	$ 57,599.40	$ 589,099.40	$ 77,724.66	$ -	13.19%	
COMPUTER SUPPORT/MAINTENANCE	$ 15,000.00	$ -	$ -	$ -	$ -	$ 15,000.00
4444.207.364	$ -	$ 15,000.00	$ -	$ -	.%	
PPE EQUIPMENT	$ 50,000.00	$ -	$ 8,090.00	$ -	$ 5,030.00	$ 42,010.00
4444.207.387	$ 6,833.50	$ 56,833.50	$ 9,793.50	$ 4,872.25	17.23%	
* TOTAL OTHER SVCS. & CHARGES	$ 575,000.00	$ 21,500.00	$ 67,892.26	$ -	$ 30,831.04	$ 542,583.70
	$ 64,432.90	$ 660,932.90	$ 87,518.16	$ 4,872.25	13.24%	
TRAINING	$ 65,000.00	$ -	$ 6,400.00	$ 7,800.00	$ 3,007.00	$ 61,993.00
4444.207.422	$ 6,400.00	$ 71,400.00	$ 6,400.00	$ 7,800.00	8.96%	
SCBA AIRPACKS	$ 37,000.00	$ -	$ 3,797.10	$ -	$ 1,675.00	$ 4,847.47
4444.207.424	$ -	$ 37,000.00	$ 30,477.53	$ -	82.37%	
FITNESS EQUIPMENT	$ 9,200.00	$ 11,650.00	$ -	$ -	$ 11,650.00	$ 9,200.00
4444.207.436	$ -	$ 20,850.00	$ -	$ -	.%	
COMPUTERS/SOFTWARE	$ 15,000.00	$ -	$ -	$ 1,317.67	$ -	$ 14,604.26
4444.207.442	$ -	$ 15,000.00	$ 395.74	$ 5,634.40	2.64%	
EMS	$ 44,900.00	$ -	$ 5,811.00	$ -	$ 32,800.00	$ 39,089.00
4444.207.447	$ 50,479.60	$ 95,379.60	$ 23,490.60	$ -	24.63%	
VEHICLES	$ 300,000.00	$ -	$ 5,654.00	$ 3,400.00	$ 222,004.00	$ 76,350.00
4444.207.451	$ 14,938.37	$ 314,938.37	$ 16,584.37	$ 106,519.25	5.27%	
FACILITY EQUIPMENT	$ 21,700.00	$ 72,000.00	$ 4,072.61	$ -	$ -	$ 89,627.39
4444.207.453	$ -	$ 93,700.00	$ 4,072.61	$ -	4.35%	
* TOTAL CAPITAL EXPENSES	$ 492,800.00	$ 83,650.00	$ 25,734.71	$ 12,517.67	$ 271,136.00	$ 295,711.12
	$ 71,817.97	$ 648,267.97	$ 81,420.85	$ 119,953.65	12.56%	
***** GRAND TOTAL**	**$ 1,144,000.00**	**$ 105,150.00**	**$ 123,048.60**	**$ 12,517.67**	**$ 309,113.24**	**$ 878,553.49**
	$ 150,041.56	**$ 1,399,191.56**	**$ 211,524.83**	**$ 144,807.53**	**15.12%**	

Account Title Number	BEG BUDGET PO'S PREV YEARS	ADD'L BUDGET REVISED APPRO	MONTHLY EXP YTD EXPENSE	PREV. YR MONTH PREV YR YTD	OUTSTANDING PO % SPENT YTD	WHAT'S LEFT TO SPEND
TRAINING EXPENSES	$ -	$ -	$ -	$ -	$ -	$ -
2502.207.301	$ -	$ -	$ -	$ 286.74	.%	
TOTAL OTHER SVCS. & CHGS	$ -	$ -	$ -	$ -	$ -	$ -
	$ -	$ -	$ -	$ 286.74	.%	
**GRAND TOTAL	$ -	$ -	$ -	$ -	$ -	$ -
	$ -	$ -	$ -	$ 286.74	.%	

Account Title Number	BEG BUDGET PO'S PREV YEARS	ADD'L BUDGET REVISED APPRO	MONTHLY EXP YTD EXPENSE	PREV. YR MONTH PREV YR YTD	OUTSTANDING PO % SPENT YTD	WHAT'S LEFT TO SPEND
None	$ -	$ -	$ -	$ -	.%	$ -

Account Title Number	Appropriation Transfers	Revisions Revised Appro	Per Expense YTD Expense	Prev.Yr Per Prev.Yr YTD	Encumbered % Expended YTD	Uncommitted Unexpended
FIRE - EMP. APPRECIATION	$ 5,000.00	$ -	$ -	$ 967.09	$ -	$ 5,000.00
2300.207.461	$ -	$ 5,000.00	$ -	$ 1,276.36	.%	$ 5,000.00
FIRE - MISC. EXPENSES	$ 10,000.00	$ -	$ -	$ -	$ -	$ 10,000.00
2300.207.462	$ -	$ 10,000.00	$ -	$ -	.%	$ 10,000.00
*TOTAL FIRE DONATION EXP	$ 15,000.00	$ -	$ -	$ 967.09	$ -	$ 15,000.00
	$ -	$ 15,000.00	$ -	$ 1,276.36	.%	$ 15,000.00
***GRAND TOTAL	$ 15,000.00	$ -	$ -	$ 967.09	$ -	$ 15,000.00
	$ -	$ 15,000.00	$ -	$ 1,276.36	.%	$ 15,000.00

Account Title / Number	Est Revenue	Net Revisions / Rev Revenue	Per Revenue / YTD Revenue	Prev.Yr Per / Prev.Yr YTD	% Col YTD / % Col LYTD	Uncollected Bal
GENERAL PROPERTY TAX	$ 11,624,448.00	$ -	$ -	$ -	.%	
2243.110		$ 11,624,448.00	$ -	$ -	.%	$ 11,624,448.00
AUTO & AIRCRAFT EXCISE	$ 472,781.00	$ -	$ -	$ -	.%	
2243.122		$ 472,781.00	$ -	$ -	.%	$ 472,781.00
COMM VEHICLE EXCISE TAX (CVET)	$ 5,215.00	$ -	$ -	$ -	.%	
2243.125		$ 5,215.00	$ -	$ -	.%	$ 5,215.00
FIRE BLDG. PERMITS	$ 26,752.00	$ -	$ 500.00	$ 6,178.54	15.2%	
2243.221		$ 26,752.00	$ 4,065.32	$ 8,884.04	16.1%	$ 22,686.68
EMS REPORTS	$ 400.00	$ -	$ -	$ -	15.%	
2243.420		$ 400.00	$ 60.00	$ 30.00	9.52%	$ 340.00
FIRE INCIDENT REPORTS	$ 120.00	$ -	$ -	$ -	37.5%	
2243.421		$ 120.00	$ 45.00	$ 15.00	8.33%	$ 75.00
SIGNS REFLECTIVE ADDRESS	$ 10.00	$ -	$ -	$ -	.%	
2243.450		$ 10.00	$ -	$ -	.%	$ 10.00
SIGNS REFLECTIVE 20-9090-2	$ -	$ -	$ -	$ -	.%	
2243.451		$ -	$ 15.00	$ -	.%	$ (15.00)
FIRE MARSHALL INSPECTIONS	$ 120.00	$ -	$ -	$ -	50.%	
2243.453		$ 120.00	$ 60.00	$ 15.00	6.25%	$ 60.00
AMBULANCE RUN REVENUE	$ 601,332.00	$ -	$ 85,804.35	$ 38,050.54	23.22%	
2243.456		$ 601,332.00	$ 139,637.85	$ 89,594.81	17.68%	$ 461,694.15
FACILITY RENTALS	$ 4,800.00	$ -	$ -	$ -	16.67%	
2243.475		$ 4,800.00	$ 800.00	$ 800.00	16.67%	$ 4,000.00
CPR CLASS FEES	$ 3,910.00	$ -	$ -	$ -	5.16%	
2243.498		$ 3,910.00	$ 201.60	$ 1,210.00	31.97%	$ 3,708.40
MISC REVENUE	$ 9,517.00	$ -	$ -	$ -	6.13%	
2243.600		$ 9,517.00	$ 583.00	$ 6,500.00	.18%	$ 8,934.00
INTEREST	$ 165,167.00	$ -	$ 17,774.80	$ 13,448.88	33.45%	
2243.609		$ 165,167.00	$ 55,253.21	$ 46,968.57	19.4%	$ 109,913.79
REFUND COSTS	$ -	$ -	$ -	$ -	.%	
2243.960		$ -	$ -	$ 849.99	1.79%	$ -
TAKE HOME FUEL SURCHARGE	$ -	$ -	$ 405.00	$ 345.00	.%	
2243.961		$ -	$ 945.00	$ 810.00	24.32%	$ (945.00)
2 YEAR OLD VOIDED CHECKS	$ -	$ -	$ -	$ -	.%	
2243.989		$ -	$ 138.90	$ -	.%	$ (138.90)
***** GRAND TOTALS**	**$ 12,914,572.00**	**$ -**	**$ 104,484.15**	**$ 58,022.96**	**1.56%**	
		$ 12,914,572.00	**$ 201,804.88**	**$ 155,677.41**	**1.34%**	**$ 12,712,767.12**

Account Title / Number	Est Revenue	Net Revisions / Rev Revenue	Per Revenue / YTD Revenue	Prev.Yr Per / Prev.Yr YTD	% Col YTD / % Col LYTD	Uncollected Bal
GENERAL PROPERTY TAX	$ 1,016,663.00	$ -	$ -	$ -	.%	
4444.110		$ 1,016,663.00	$ -	$ -	.%	$ 1,016,663.00
AUTO & AIRCRAFT EXCISE	$ 67,540.00	$ -	$ -	$ -	.%	
4444.122		$ 67,540.00	$ -	$ -	.%	$ 67,540.00
COMM VEHICLE EXCISE TAX (CVET)	$ 745.00	$ -	$ -	$ -	.%	
4444.125		$ 745.00	$ -	$ -	.%	$ 745.00
INTEREST	$ 23,963.00	$ -	$ 9,034.86	$ 5,909.13	99.29%	
4444.609		$ 23,963.00	$ 23,792.71	$ 15,023.71	15.41%	$ 170.29
***** GRAND TOTALS**	**$ 1,108,911.00**	**$ -**	**$ 9,034.86**	**$ 5,909.13**	**2.15%**	
		$ 1,108,911.00	**$ 23,792.71**	**$ 15,023.71**	**1.34%**	**$ 1,085,118.29**

Account Title Number	Est Revenue	Net Revisions Rev Revenue	Per Revenue YTD Revenue	Prev.Yr Per Prev.Yr YTD	% Col YTD % Col LYTD	Uncollected Bal
AMBULANCE OVERPAYMENTS	$ -	$ -	$ -	$ -	.%	
2502.452		$ -	$ 265.00	$ -	.%	$ (265.00)
MISC REVENUE	$ -	$ -	$ -	$ -	.%	
2502.600		$ -	$ -	$ 500.00	73.43%	$ -
REFUND COSTS	$ -	$ -	$ -	$ -	.%	
2502.960		$ -	$ -	$ 1,480.62	67.13%	$ -
***** GRAND TOTALS**	**$ -**	**$ -**	**$ -**	**$ -**	**.%**	
		$ -	**$ 265.00**	**$ 1,980.62**	**68.62%**	**$ (265.00)**

Account Title Number	Est Revenue	Net Revisions Rev Revenue	Per Revenue YTD Revenue	Prev.Yr Per Prev.Yr YTD	% Col YTD % Col LYTD	Uncollected Bal
None.	$ -	$ -	$ -	$ -	.%	$ -

Account Title Number	Est Revenue	Net Revisions Rev Revenue	Per Revenue YTD Revenue	Prev.Yr Per Prev.Yr YTD	% Col YTD % Col LYTD	Uncollected Bal
FIRE - SPECIAL UNIT REVENUE	$ -	$ -	$ -	$ -	.%	
2300.368.02		$ -	$ 110.00	$ -	.%	$ (110.00)
FIRE - EVENT REVENUE	$ -	$ -	$ -	$ -	.%	
2300.369.02		$ -	$ -	$ 4,409.33	.%	$ -
***** GRAND TOTALS**	**$ -**	**$ -**	**$ -**	**$ -**	**.%**	
		$ -	**$ 110.00**	**$ 4,409.33**	**.%**	**$ (110.00)**

EXECUTIVE BOARD ACTION

VIII. Old/C. STRATEGIC COVERAGE AND RISK REDUCTION

Summary

Citing increased growth south and east of the Territory, as well as low run numbers attributed to Station #132 (7455 East CR 1000 North), Chief Alcorn presented the Board with arguments for relocation of Station #132 further south of US 267, and the establishment of a new Fire station #134 south/southeast.

Reference

- 4/17/21: Work Session handout (original version available by request to Admin@BrownsburgFire.org). Updated version of presentation available at www.brownsburgfire.org

  Work Session audio available at: http://brownsburgin.swagit.com/boards-and-commissions/ under the "Fire Territory" tab
- 7/8/21: Presentation to Participating Units available at http://brownsburgin.swagit.com/town-council under "Town Council" tab
- 12/19/23: Contract for Purchase of Real Estate

Actions

- 4/17/21: Work Session: introduction and overview.
- 4/19/21: Chief Alcorn approved by Board to obtain property appraisals for potential relocation of Station #132 and establishment of Station #134.
- 5/17/21: Chief Alcorn updated the members that he is continuing to seek appraisals.
- 6/21/21: RE: Station #132 Proposed Relocation: Chief Alcorn still awaiting permission from developer to access the site of interest in order to obtain appraisal.
  RE: Station #134 Proposed New Location: Chief Alcorn continues to work with Town of Brownsburg Town Manager and Economic Development Director for potential sites.
- 7/8/21: Chief Alcorn and senior staff presentation to Brown Township Board, Lincoln Township Board, and Town Council (*"Participating Units"*).
- 7/19/21: Chief Alcorn updated the members regarding the presentation to the Participating Units, and that 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.
- 8/16/21: (Executive Board meeting canceled).
- 9/20/21: Fire Station #132: Proposed Relocation: Chief Alcorn stated he had received letters of approval from Connection Pointe Church to have an appraisal conducted on the potential site.
  Fire Station #134: Proposed Additional Station: Chief Alcorn stated he continues to work with Town of Brownsburg personnel to identify potential sites. In addition, staffing Station #134 would require additional funding.
- 10/18/21: (Executive Board meeting canceled).
- 11/15/21: Fire Station #132: Proposed Relocation: Chief Alcorn notified the Board that two appraisals were in progress.
  Fire Station #132: Proposed Additional Station: No further updates
- 12/14/21: Chief Alcorn to provide update to Board
- 1/25/22: (Not included on agenda).
- 2/22/22: (Executive Board meeting canceled).
- 3/22/22: (Executive Board meeting canceled).
- 4/19/22: (Not included on agenda).
- 5/17/22: (Executive Board meeting canceled).
- 6/21/22: Chief Alcorn to provide update.
- 12/19/23: Chief Alcorn notified the Board that, at their Thursday, December 7, 2023 Regular meeting, the Town of Brownsburg Town Council passed Agenda Item #6.2 "Motion for Consideration of Land Acquisition for

Potential Fire Station' and subsequently passed Resolution #2023-29 "A Resolution for Authorization to Transfer an appropriation within the 2023 Budget." The resolution approved the transfer of $10,000.00 from 2243.207.309-Professional Services to 2243.207.401-Land Acquisition. The funds represent earnest money for land purchase related to proposed Station #134/HQ. Chief Alcorn noted that the land purchase contract is not valid until ratified by the Board and requested approval to execute the land purchase contract. In addition, he stated that the contract had been reviewed by both the BFT and Seller's legal counsel. The Board unanimously approved a motion to enter into the contract for land acquisition by a vote of 3-0.

- 01/16/24: Chief Alcorn updated the Board that the $10,000.00 earnest monies had been paid for Station #134/HQ property (4.87 acres "Reagan Properties"), and a copy of the contract executed by all parties had been received. Chief Alcorn stated his appreciation for all the help provided by Town of Brownsburg Assistant Manager Shawn Pabst while navigating the process. He noted that the next phase is to conduct due diligence, which he expects will take 100 days and cost around $40,000.00. Ms. Delp asked what this phase entails. Attorney Krapf clarified that a Phase One Environmental Study involves the hiring of a consultant which provides a detailed report of environmental concerns. Chief Alcorn noted some items included ensuring a clear title, tree count, etc.

- 02/20/24: Chief Alcorn stated that this project remains in the "Due Diligence" phase. In addition, plans related to a portion of the adjacent property are under re-consideration by the developer/owner (who is under contract for one year). There is potential for BFT expansion for the Training Grounds, whose site relocation is still being sought.

- 03/19/24: Regarding the property for Station #134, Chief Alcorn updated the Board that the Due Diligence portion of the project continues, that he has received the Phase I Environmental Site Assessment and the Water Resource Delineation reports, and that these reports had been reviewed by Town of Brownsburg Assistant Town Manager Shawn Pabst (who has experience), and that both Mr. Pabst and Banning Engineering (conducting the Due Diligence) are both confident in the state of the property. Chief Alcorn requested planning for development of the site. He intends to form an in-house committee for input. Ms. Delp, in light of the many nearby properties being on well and septic, asked when water access is anticipated to become available. Chief Alcorn noted that a new warehouse had been built on Ronald Reagan Parkway ("RRP") and another had just been approved by the Brownsburg Town Council for East County Road 300 North/RRP, so water should be available at both ends of the RRP. Mr. Patterson asked if there should be a joint meeting scheduled between the three BFT Participating Units (Brown Township, Lincoln Township, and Town of Brownsburg). Mr. Tschaenn stated he believes such a meeting should be held in Executive Session and should start with Executive Board. Chief Alcorn noted that he is currently updating the data and presentation originally presented at the July 8, 2021 Work Session and currently available at www.BrownsburgFire.org. Also, he noted that in 2023, Avon Fire Department covered over 600 runs within the BFT (southeast side) and that the area has increasing growth. Mt. Tschaenn stated that, once Chief Alcorn has met with his committee, to notify the Board to schedule next steps. Attorney Knapf stated he would just need the details regarding the need for the meeting to ensure it meets the statutory requirements to be held in Executive Session.

- 04/23/24: Chief Alcorn requests approval of Resolution #2024-004 "A Resolution of the Executive Board of the Brownsburg Fire Territory Authorizing Certain Actions Relating to the Purchase of Certain Property."

A RESOLUTION OF THE EXECUTIVE BOARD OF THE BROWNSBURG FIRE TERRITORY AUTHORIZING CERTAIN ACTIONS RELATING TO THE PURCHASE OF CERTAIN PROPERTY

The Executive Board (the "Board") of the Brownsburg Fire Territory (the "Territory") met at a duly called and authorized meeting of the Board held on the date set forth below, such meeting being called pursuant to a notice stating the time, place and purpose of the meeting received by all members of the Board, and the following resolutions were made, seconded and adopted by a majority of those present at the meeting, which constituted a legal quorum of the Board.

WHEREAS, the Territory has had ongoing discussions regarding the purchase of certain real property (the "Transaction") owned by Reagan Properties, LLC (the "Seller"), as further described and depicted in Exhibit "A" (the "Property") attached hereto and incorporated herein by reference;

WHEREAS, the Territory has entered into a Contract for Purchase of Real Estate (the "Agreement"), a copy of which is attached hereto and incorporated herein by reference as Exhibit "B" with the Seller to acquire the Property;

WHEREAS, the Fire Chief has reported that final due diligence matters for the Property are being completed and has requested that the Board approve the Transaction and authorize the Fire Chief (the "Authorized Officer") to take any and all action necessary to facilitate the Transaction, including the execution of any and all documents that may be required by the Title Company and/or Seller to facilitate the closing on the Transaction; and

WHEREAS, the Board has reviewed the request of the Fire Chief and desires to approve the Transaction and authorize the Authorized Officer individually, to execute any and all documents necessary to facilitate closing on the Transaction, including any documents and/or payments that may be required by the Title Company and/or Seller to facilitate closing on the Transaction.

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby authorizes the Authorized Officer to proceed with the proposed closing on the Transaction subject to the final due diligence items being completed to the satisfaction of the Authorized Officer prior to the closing on the Transaction;

BE IT FURTHER RESOLVED, that the Board hereby authorizes the Authorized Officer to execute any and all documents necessary including the negotiation and establishment of any supplemental agreements, amendments, or other modifications as such Authorized Officer may deem necessary, advisable, or expedient to the terms, conditions, and the Agreement, and of any and all deeds, affidavits, certificates, assignments, contracts, agreements, documents, and instruments (collectively, the "Transaction Documents") as such Authorized Officer may deem necessary, advisable, or expedient in order to complete, consummate, and close the Transaction

for the Property (as conclusively evidenced by the execution by such Authorized Officers of any such Transaction Documents).

BE IT FURTHER RESOLVED, that any and all previous actions taken by the Board and the Fire Chief regarding the Transaction are hereby ratified and approved as if they had occurred after the adoption of this Resolution.

[Remainder of Page Intentionally Left Blank]

ADOPTED this 23rd day of April, 2024.

BROWNSBURG FIRE TERRITORY EXECUTIVE BOARD

_____
Steve Patterson, Chairman, Executive Board

_____
Angela Delp, Member, Executive Board

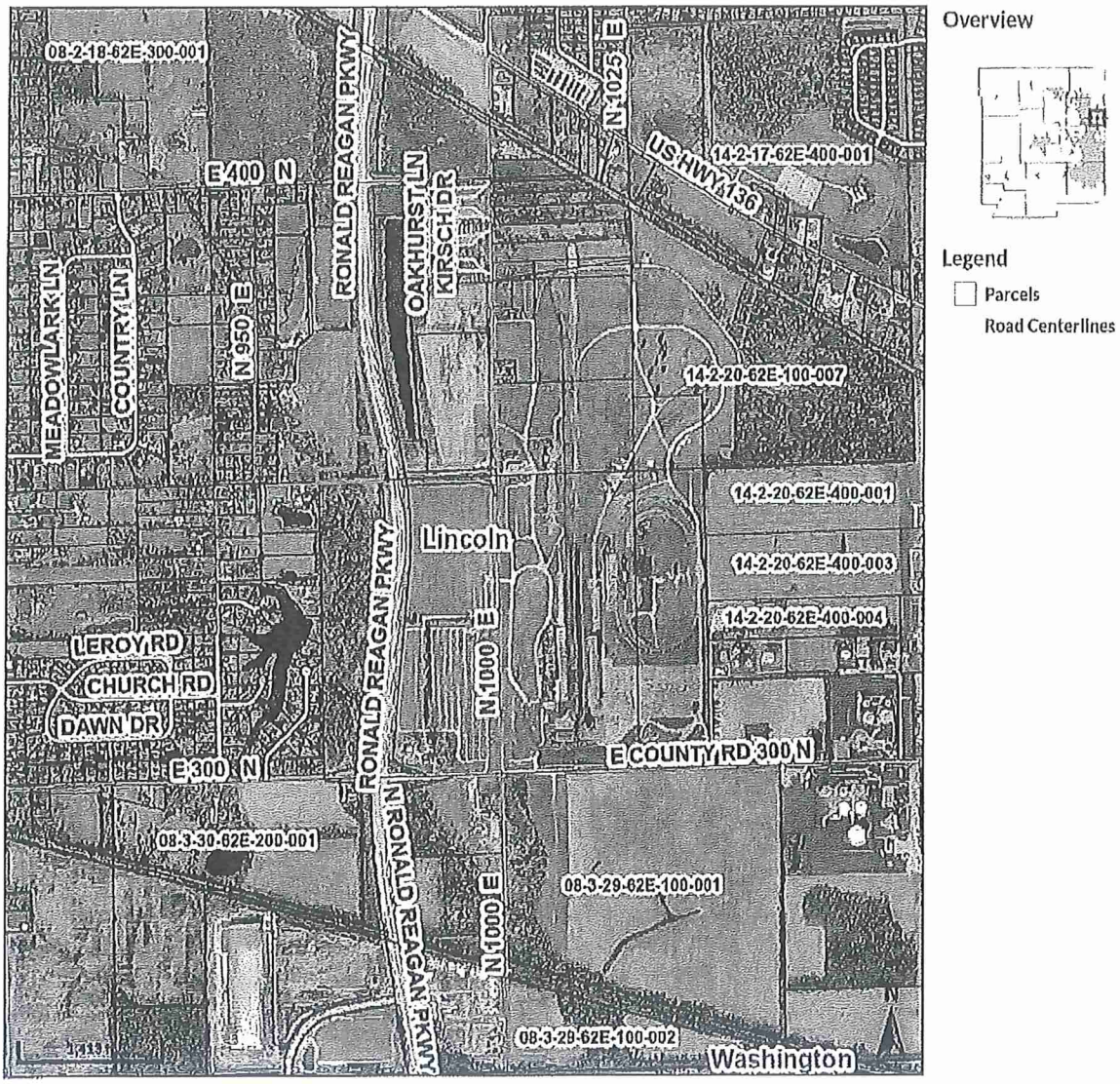
_____
Travis Tschaenn, Member, Executive Board

EXHIBIT "A"

The Property

EXHIBIT "A"

Map Showing Location of Property



0126125.0767527 4868-8732-6612v1v2

EXHIBIT "B"

The Agreement

0126125.0767527 4864-2810-8978v2

CONTRACT FOR PURCHASE OF REAL ESTATE

This Agreement is made effective as of the Effective Date (as defined below) by and between the Brownsburg Fire Territory (hereinafter the "Purchaser"), and Reagan Properties, LLC, an Indiana limited liability company (hereinafter the "Seller").

1. **Conditional Purchase and Sale**. Purchaser hereby agrees to purchase and Seller agrees to sell the approximately 4.87 acres of land located in the approximate locations identified on Exhibit "A" attached hereto and identified more specifically as Parcel ID Nos: 32-08-19-200-011.000-015 and 32-08-19-200-017.000-015 respectively, together with all rights, privileges, interests, easements, improvements and appurtenances thereto either permanently installed or used in connection with the real estate, wherever located, and including all property of every kind, character and description owned by Seller and located on, attached to, or used in connection with the real estate, including, but not limited to, all of the buildings, barns and other structures located thereon and all improvements, appurtenances, hereditaments and permanent fixtures attached thereto, (all of the foregoing collectively referred to as the "Real Estate"), subject to the terms and conditions contained herein. The Real Estate shall include complete and unrestricted access to accommodate the Purchaser's access to the Real Estate including the needs to accommodate and facilitate the public's use and access to the Real Estate. The Real Estate shall be conveyed to Purchaser free and clear of any and all liabilities, liens, adverse claims and encumbrances of any kind or nature, including but not limited to any mortgage liens. Seller shall remain responsible for all claims, losses, costs and or liabilities of any nature for the Real Estate related in any way to Seller's ownership, use or possession of the Real Estate or which arise out of facts or circumstances occurring or accruing prior to closing.

2. **Purchase Price and Payment**. The total purchase price to be paid by the Purchaser to the Seller for the Real Estate shall be the fixed amount of Four Hundred Ninety-Seven Thousand One Hundred Fifty Dollars ($497,150.00) for the Real Estate (the "Purchase Price"). The Purchase Price less any earnest money tendered by Purchaser and adjusted for any costs and allocations provided for in this Agreement shall be delivered to Seller at the Closing (as defined below) in readily available funds.

3. **Earnest Money**. The total amount of Ten Thousand Dollars ($10,000.00) (the "Earnest Money") will be tendered by Purchaser within fourteen (14) days after the Effective Date (as defined below) of this Agreement. The Earnest Money shall be retained in escrow by the First American Title Company (the "Title Company") until the Closing, or as otherwise provided herein. If this Agreement is terminated by Seller for any reason, other than default of Purchaser as addressed hereafter, the Earnest Money shall be returned to Purchaser. If Seller, through no fault of Seller, is unable to convey marketable title to the Real Estate as required by and in accordance with the terms and conditions of this Agreement and the defect or defects are not waived by Purchaser, Purchaser, at its option, may terminate this Agreement and the Earnest Money shall be returned to Purchaser. If, after the Effective Date, Purchaser fails or refuses to perform Purchaser's obligations under the Agreement for any reason other than the failure of a condition to Purchaser's obligations under this Agreement or the default by Seller, the Earnest Money shall be forfeited as liquidated damages, which shall be Seller's sole remedy at law or equity. If, after the Effective Date,

Seller fails or refuses to perform Seller's obligations under this Agreement for any reason other than default by Purchaser, the Earnest Money, shall be returned to Purchaser and Purchaser may also pursue all available legal and equitable remedies against Seller, including the remedies of injunctive relief and specific performance of the obligations contained herein.

4. **Closing**. This transaction shall be closed at a time and place acceptable to the parties hereto (the "Closing") within thirty (30) days after the date on which the last of the conditions described in Paragraph 8 of this Agreement is satisfied or waived, including but not limited to satisfactory completion of all inspections, surveys and receipt of all necessary approvals from the Purchaser's Town Council and zoning authorities, and receipt of the Title Commitment in accordance with Paragraph 10.1, but no later than April 1, 2024 unless extended by other provisions of this Agreement or a mutual written agreement by the parties hereto. Closing shall be insured by the Title Company providing title insurance with the costs thereof allocated as provided in Paragraphs 10.1 and 13 below.

5. **Possession and Cooperation**. The Seller shall remain in possession of the Real Estate until Closing, and shall continue to enjoy the use and profits of the Real Estate until possession is transferred to the Purchaser. After the execution of this Agreement by Seller and until the possession of the Real Estate is transferred to the Purchaser, the Seller shall, to the extent applicable, continue to maintain all appropriate insurance coverage relating to the Real Estate, with similar limits and carriers as held by Seller prior to execution of this Agreement by Seller. Following the execution of this Agreement by Seller, Seller shall not mortgage or allow any liens to be placed upon the Real Estate, shall not construct, or allow any other party to construct, any improvements on the Real Estate, and shall not enter into any lease or other agreement affecting the Real Estate without the written consent of Purchaser.

6. **Inspections and Timing – Purchaser's Due Diligence**. Purchaser reserves the right to have the Real Estate inspected after the Effective Date for a period of at least One Hundred (100) days (the "Inspection Period"). Such inspections are to be at Purchaser's expense by qualified inspectors or contractors selected by Purchaser, at times reasonably agreed upon by the parties, with a written report showing such items to be in condition satisfactory to Purchaser and Purchaser shall provide a copy of such report to Seller. If the results of the inspections are not satisfactory to Purchaser, Purchaser shall, within fourteen (14) days of receipt of any written inspection report but in any event prior to the end of the Inspection Period, notify Seller of any objections which Purchaser is not willing to waive prior to the Closing and Seller will have fourteen (14) days from and after its receipt of said objections to inform Purchaser of those objections which Seller is willing to remedy, at its sole cost and expense and those objections which it is unwilling to remedy. Within fourteen (14) days of its receipt from Seller of notification of objections to be remedied or left unremedied, Purchaser will notify Seller, in writing, of its waiver of all objections which Seller is unwilling to remedy or its intention to terminate the Agreement for Seller's failure to remedy one or more objections. If the Agreement is terminated by Purchaser due to Seller's failure to remedy one or more objections, such termination shall be without further liability to Purchaser, and the Earnest Money shall be returned to Purchaser. Purchaser agrees to restore the Real Estate to its condition prior to any such inspections immediately

after conducting the same. Purchaser indemnifies, defends and holds Seller harmless from and against any claims for damage to property or other losses arising out of any action of any person or firm entering the Real Estate on Purchaser's behalf as aforesaid. In addition to having the right to inspect the Real Estate and to conduct all inspections of the Real Estate determined to be necessary by Purchaser, Purchaser shall also have from the Effective Date until the Closing to obtain all necessary governmental, quasi-governmental or agency approvals of this Agreement as well as for Purchaser's intended use and development of the Real Estate including, but not limited to, any and all necessary zoning approvals from the Purchaser's Town Council, building permit approval, IDEM approval, and any and all necessary governmental, quasi-governmental or agency approvals or permits deemed necessary by Purchaser for its intended use and development of the Real Estate; provided however, the time limits established by this Paragraph 6 shall not apply to the approvals and/or processes that may be required for Purchaser to undertake for obtaining funding and/or financing for the acquisition of the Real Estate under Paragraphs 8 and 17 set forth below.

7. **Representations and Warranties**. Seller hereby represents and warrants to Purchaser (and shall be deemed to represent and warrant to Purchaser as of the date of Closing) that each of the following statements are true and correct in all material respects:

7.1 Neither the execution and delivery of this Agreement, nor the consummation of the transaction contemplated hereby, will conflict with, or result in a breach of, the terms, conditions or provisions of, or constitute a default under, Seller's organizational documents or any agreement to which Seller is a party or by which Seller is bound;

7.2 Seller has good, marketable and indefeasible title to the Real Estate free and clear of any and all liens, leases, mortgages, pledges, security interests, conditional sales agreements, charges and other claims, interests, life estates or other encumbrances except as permitted by this Agreement or disclosed to Purchaser by Seller in writing;

7.3 Seller has full right, power and authority to execute and deliver this Agreement and to consummate the transaction contemplated thereby, to comply with and fulfill the terms and conditions hereof and to sell, transfer, convey and assign all of the Real Estate to Purchaser and there are no legal, contractual or other restrictions upon Seller's right, power or authority to sell, transfer, convey and assign the Real Estate to Purchaser;

7.4 To the best knowledge of Seller, there is no litigation, including but not limited to condemnation or similar proceedings, which is currently pending or threatened against the Real Estate or any part thereof, or related in any way thereto;

7.5 Other than non-delinquent real estate taxes due and payable on the Real Estate and the non delinquent storm water assessment for the Real Estate, Seller has not received any notification from any governmental agency, authority or instrumentality of any pending or threatened assessments on or against the Real

Estate for the costs of improvements to be made with respect to the Real Estate or any part thereof or notice of any violation of any federal, state or local law, rule, regulation or court order related in any way to the Real Estate;

7.6 To the best knowledge of Seller, there is no lease or other agreement or any claim pursuant to a lease or other agreement, which affects in any way the Real Estate or the operation, possession, use or control thereof;

7.7 To the best knowledge of Seller, there is no lien or other encumbrance to attach to or affect the Real Estate, except for the lien of non-delinquent real estate taxes and the non-delinquent storm water assessment;

7.8 To the best knowledge of Seller, Seller, its agents, contractors, invitees and predecessors in interest have not deposited, stored, disposed of, placed, located or released on the Real Estate any Hazardous Materials or any underground storage tanks. As used herein, the term "Hazardous Materials" includes, without limitation, any material or substance which is (a) listed or defined as a "hazardous waste", "extremely hazardous waste", "restricted hazardous waste", "hazardous substance", "special waste", or "toxic substance" or words of similar import, regulated under applicable state or federal laws addressing public health or the environment, including, but not limited to the Resource Conservation and Recovery Act, as amended, the Comprehensive Environmental Response, Compensation and Liability Act, as amended, the Federal Clean Water Act, as amended, the Toxic Substance Control Act, as amended, (b) petroleum, petroleum fractions or by-products, (c) polychlorinated biphenyls, (d) asbestos containing materials, or (e) any other pollutant, toxic substance, or hazardous substance, material or waste regulated under any other federal, state or local environmental law, regulation, ordinance or rule existing as of the date hereof or enacted prior to the Closing; Seller is aware of no adverse health or environmental conditions on or affecting the Real Estate;

7.9 To the best knowledge of Seller, Seller has no specific knowledge of any latent defects in any portion of the Real Estate and has not knowingly withheld from Purchaser information relating to any material defects in the Real Estate;

7.10 This Agreement has been duly executed and delivered by Seller, and constitutes a legal, valid and binding obligation of Seller, enforceable against Seller in accordance with its terms and conditions; and

7.11 To the best knowledge of Seller, all utilities including gas, electricity, telephone, water and sanitary sewer are available to the Real Estate and there is no private person, firm, corporation or other entity which would have the right to impede or terminate such utility services to the Real Estate;

7.12 The Real Estate has full, free and adequate access to publicly maintained roads and highways and Seller has no knowledge of any fact or condition which would result in the termination of such access; and

7.13 To the best knowledge of Seller, no portion of the Real Estate is affected by any special assessments or obligations for road or other improvements, whether or not constituting a lien therein, other than such obligations specifically identified in the title commitment provided for in Paragraph 10.1 below.

8. **Conditions to Purchaser's Performance**. In addition to other provisions of this Agreement, the Purchaser's obligations hereunder are subject to satisfaction of the following conditions, unless waived in whole or in part by Purchaser:

8.1 That marketable title to the Real Estate is conveyed to Purchaser subject only to the following matters:

a. non-delinquent taxes and assessments which Purchaser has agreed to pay under the terms of this Agreement;

b. zoning ordinances and other governmental restrictions affecting the use of property provided that no violations now exist and provided that they shall not prohibit the use of the Real Estate for Purchaser's intended use of the Real Estate; and

c. such other matters as Purchaser agrees to in writing in Purchaser's sole discretion.

8.2 That possession of the Real Estate is delivered to Purchaser in the condition existing at the time of the execution of this Agreement, ordinary wear and tear excepted.

8.3 The satisfactory completion and acceptance by Purchaser of any environmental audit, inspection, or any other inspection as provided for herein.

8.4 Purchaser shall have performed and obtained satisfactory environmental testing of the Real Estate in form and substance and from an engineering firm acceptable to Purchaser. Purchaser must be able to determine in its sole discretion that: (a) the Real Estate is not contaminated with pollutants, asbestos, hazardous substances or Hazardous Materials; (b) the Real Estate is not subject to any proceedings or claim regarding health or safety issues; (c) there is no underground storage tank or related contamination on the Real Estate; and (d) the Real Estate is in compliance with all applicable environmental laws.

8.5 That the Real Estate enjoys rights of access to and from public ways, roads and streets which are adequate for the Real Estate's intended use and has access to adequate utility service for Purchaser's purpose.

8.6 Purchaser shall have determined in its sole discretion that the Real Estate has the access it determines necessary to accommodate Purchaser's intended use of the Real Estate.

8.7 That all representations and warranties made by Seller are true and correct in all material respects as of the date of Closing.

8.8 The delivery of all instruments required of Seller in Paragraph 15 below.

8.9 No judgment, order, writ, injunction, decree, ruling or other similar action shall have been entered by, and no governmental or other action, suit, claim, investigation or proceeding shall be pending or threatened before, any court, any governmental authority, or other public or private body or person challenging the legality, validity or propriety of, or otherwise relating to, this Agreement, Seller, its business and/or operations, the Real Estate, and/or the conduct, development, construction, ownership, operation, use and/or occupancy thereof.

8.10 Purchaser shall have obtained, upon terms and conditions reasonably satisfactory to it, any necessary approval of the Indiana Department of Local Government Finance relating to the approval of any necessary additional appropriation for this transaction.

8.11 The Town Council shall have formally considered and approved or ratified the terms and conditions of this Agreement and authorized the transaction contemplated hereby, as determined necessary by Purchaser.

8.12 Purchaser shall have determined whether the Real Estate is suitable for its intended use and development, including, but not limited to, completing testing of Real Estate and soil boring analysis that the Real Estate will accommodate Purchaser's intended use and development thereon, and completing testing of whether any floodway or floodplains affect the Real Estate, and if it is finally and unconditionally zoned for Purchaser's intended use and purposes for general municipal and/or park and recreational type purposes with all necessary classifications, variances, permissions and exceptions required for such use. If the Real Estate or any part thereof is not suitably zoned, or if variances from the existing zoning classifications are required by Purchaser, and Purchaser determines in its sole discretion that such rezoning or variance is feasible, Purchaser shall have the right to have the zoning classification or requirements changed at Purchaser's expenses during the Inspection Period and to take such action, including the filing of petitions for rezoning or for variance of zoning requirements, as Purchaser deems necessary. Purchaser shall have obtained all necessary rezoning and/or variance approvals as are necessary for Purchaser's intended use of the Real Estate.

8.13 Purchaser shall have determined whether all permits, consents, permissions, and other approvals (including without limitation, curb cuts and access permits, floodway/floodplain approvals and permits, environmental and ecological approvals and permits from the Environmental Protection Agency and any similar state agency, subdivision plat approvals, site plan approvals and permits to connect all utilities which Purchaser desires or requires to service the Real Estate) required or desired by Purchaser to be obtained from all federal, state or local governmental,

municipal, public or other officials, authorities, bodies and agencies have been or can be obtained.

8.14 That all improvements on the Real Estate are located entirely within bounds of the Real Estate and that there are no encroachments thereon and no existing violations, violations of zoning ordinances or other restrictions applicable to the Real Estate.

8.15 Intentionally omitted.

8.16 Purchaser shall have determined that the transaction contemplated hereby complies with all of the requirements of I.C. 36-1-10 et seq. and I.C. 36-1-10.5 et seq.

8.17 Purchaser shall have determined that any inspection of the Real Estate determined necessary by it under paragraph 6 of this Agreement is acceptable to Purchaser as determined in its sole discretion.

8.18 Purchaser shall have determined that there are no drainage and/or drain issues on the Real Estate.

8.19 Purchaser shall have determined that all necessary approvals regarding appraisals for the Real Estate have been appropriately approved and confirmed and that all necessary approvals as determined necessary by the Purchaser have been obtained including, but not limited to the Brownsburg Fire Territory Executive Board, the Town of Brownsburg, Brown Township and Lincoln Township as determined necessary under the the Restated Interlocal Cooperation Agreement that currently exists as of 2002.

9. **Conditions to Seller's Performance**. In addition to other provisions of this Agreement, the Seller's obligations hereunder are subject to satisfaction of the following conditions, unless waived in whole or in part by Seller:

9.1 That all representations and warranties made by Purchaser are true and correct in all material respects as of the date of Closing.

9.2 That all necessary authorizing resolutions have been received from the Purchaser.

9.3 The delivery of all instruments required of Purchaser in Paragraph 16 below.

10. **Survey and Title Evidence and Other Deliverables**.

10.1 Seller shall at Seller's expense provide to Purchaser a commitment for an ALTA Form B Owner's Policy of Title Insurance in a form and issued by the Title Company (the "Commitment") in an amount equal to the amount of the Purchase Price, insuring marketable title to the Real Estate free and clear of all matters normally excluded by the preprinted exceptions and of all liens, encumbrances, claims and interests except as are specifically permitted by this Agreement and which shall include an endorsement insuring ingress and egress and proper zoning to accommodate Purchaser's proposed use of the Real Estate. Seller shall, at

Seller's expense, provide to Purchaser legible copies of all recorded instruments affecting the Real Estate and recited as exceptions to the Commitment.

In addition, Purchaser shall have the right at its own expense to obtain a uniform commercial code search against the Seller and the Real Estate as well as a fixture search certified to Purchaser (collectively, the "UCC Search").

10.2 A staked survey shall be obtained by Purchaser and shall comply with Minimum Standard Detail Requirements for ALTA/ACSM Land Title Surveys which shall include an exact legal description of the Real Estate and shall reflect whether the property is located in a designated flood zone area and all other information necessary to issue the Owner's Policy as provided for in this Agreement. The survey costs will be paid by Purchaser. The Survey shall be certified to the Purchaser, Seller, Frost Brown Todd, LLC, the Title Company and any other party Purchaser reasonably requests.

10.3 The Commitment and survey shall be ordered by the party responsible for paying for the same immediately after acceptance of this offer.

10.4 Purchaser shall have an opportunity to review the Commitment requested above and legible copies of all recorded instruments affecting the Real Estate and recited as exceptions to the Commitment along with UCC search. Purchaser may make prompt written objections to Seller within twenty (20) days after receipt of each such instrument but in no event later than the end of the Inspection Period. Seller shall have seven (7) days from the date of such objections to cure the same, and the Closing Date shall be extended, if necessary, within which time Seller agrees to utilize its best efforts and reasonable diligence to cure any such objection. If the objections are not satisfied within such time period, Purchaser may either terminate this Agreement, waive the unsatisfied objections and close the transaction, or if the objection relates to an unsatisfied mortgage, lien, judgment or similar monetary encumbrance on the Real Estate, proceed to Closing and Seller shall satisfy the unsatisfied mortgage, lien, judgment or similar monetary encumbrance out of the Purchase Price.

10.5 Within five (5) days of the Effective Date, Seller shall deliver to Purchaser copies of all environmental investigations and reports conducted by Seller, as well as the results of any soil, surface water and groundwater tests and studies related to or connected with the Real Estate and prepared by or at the direction of the Seller at any time prior hereto (the "Environmental Reports"), or assurances that no such environmental investigations or reports have been conducted by Seller.

10.6 Within five (5) days of the Effective Date, Seller shall deliver to Purchaser a complete schedule, and complete copies of all currently effective contracts, agreements, easements, leases, relating to the ownership, operation or use of the Real Estate by which the Seller or the Real Estate is currently bound in addition to any existing insurance for the Real Estate.

10.7 Within five (5) days of the Effective Date, Seller shall deliver to Purchaser complete copies of all plans and specifications for any improvements located on the Real Estate, including any "as built" plans in addition to any existing surveys or title commitments for the Real Estate.

10.8 Seller shall furnish to Purchaser all such additional information regarding the Real Estate as Purchaser may reasonably request and which Seller may obtain at no cost to Seller.

11. **Taxes and Assessments**. All taxes for any prior calendar year and remaining unpaid shall be paid by Seller. Taxes for the year of closing shall be prorated to the date of Closing. If the Closing shall occur before the tax rate is fixed for the then current year, the apportionment of taxes shall be upon the basis of the tax rate of the preceding year applied to the latest assessed valuation.

12. **Casualty Loss**. Risk of loss by damage or destruction to the Real Estate prior to the Closing shall be borne by Seller. In the event any such damage or destruction is not fully repaired prior to Closing, Purchaser, at its option, may either (a) terminate this Agreement, or (b) elect to close the transaction, in which event Seller's right to all insurance proceeds resulting from such damage or destruction shall be assigned in writing by Seller to Purchaser, or if there is no applicable insurance, Purchaser shall receive a credit at Closing.

13. **Sales Expenses**. Seller and Purchaser agree that all sales expenses are to be paid in cash prior to or at the Closing.

13.1 Seller's Expenses. Seller agrees to pay: all costs of releasing any existing mortgages or liens on the Real Estate and recording the releases; outstanding tax statements and tax payments as provided herein; preparation of Deed and Vendor's Affidavit; Indiana Gross Income Tax (if any); all costs related to the owner's title policy with a contiguity endorsement if applicable and access and a zoning endorsement as set forth herein, one-half (1/2) of the costs of an insured closing and expenses stipulated to be paid by Seller under other provisions of this Agreement.

13.2 Purchaser's Expenses. Purchaser agrees to pay: recording expenses for the Deed and Affidavit; the cost of the survey; the cost of the building and environmental inspections performed by Purchaser under Paragraph 6 of this Agreement and expenses stipulated to be paid by Purchaser under other provisions of this Agreement; and one-half (1/2) of the costs of an insured closing.

14. **Attorneys' Fees and Remedies**. Each of the parties hereto shall have responsibility for their own legal expenses relating to the closing of the transaction contemplated by this Agreement. Any party to this Agreement who is the prevailing party in any legal or equitable proceeding against any other party to this Agreement brought under or in relation to this Agreement or the transaction contemplated hereby shall be additionally entitled to recover Court costs and reasonable attorneys' fees from the non-prevailing party.

15. **Duties of Seller at Closing**. Seller shall deliver to Purchaser at the Closing, at Seller's sole cost and expense, the following items and undertake the following obligations:

15.1 A duly executed and acknowledged Limited Warranty Deed conveying good and indefeasible title to the Town of Brownsburg or such other name on behalf of the Purchaser as may be designated by it prior to closing in fee simple to all of the Real Estate, free and clear of any and all liens, encumbrances, conditions, easements, assessments, reservations and restrictions, except as otherwise permitted herein which deed shall be in recordable form, and a current Vendor's Affidavit.

15.2 If applicable and required by Purchaser, an assignment of leases, prepaid rents, security deposits, licenses and permits, maintenance, management, or other contracts, warranties or guaranties relating to the Real Estate and effective as of the transfer of possession, all duly executed by Seller.

15.3 An Owner's Policy of Title Insurance in full amount of the Purchase Price and complying with Paragraph 10.1 dated as of Closing, free of all exceptions (including standard exceptions) except for those items specifically allowed herein or otherwise accepted by Purchaser.

15.4 Evidence of its capacity and authority for the closing of this transaction, including duly executed and certified resolutions.

15.5 Certification establishing that no federal income tax is required to be withheld under the Foreign Investment and Real Property Tax Act, or to consent to withholding of tax from the proceeds of sale as required, unless it is established that the transaction is exempt.

15.6 A Disclosure of Sales Information Form (State Form 46021).

15.7 A Closing Certificate certifying that all of Seller's representations and warranties contained herein are true and correct in all material respects as of the date of Closing.

15.8 A Bill of Sale containing warranties to title, conveying title to any fixed assets on or pertaining to the Real Estate that are accepted in a written list by Purchaser prior to the Closing.

15.9 All other documents reasonably necessary to close this transaction.

16. **Duties of Purchaser at Closing**. Purchaser shall deliver the following, at Purchaser's sole cost and expense at the Closing:

16.1 The portion of the Purchase Price to be paid at Closing in readily available funds.

16.2 Evidence of its capacity and authority for the closing of this transaction, as required. 16.3 A Disclosure of Sales Information Form (State Form 46021).

16.3 All other documents necessary to close this transaction.

17. **Approvals of Purchaser**. Payment of the Purchase Price is subject to the availability of an adequate appropriation with all necessary governmental approvals as required by Indiana law, and Purchaser shall use its best efforts to obtain all such approvals prior to the Closing.

18. **Condemnation**. If prior to the Closing condemnation proceedings are commenced against any portion of the Real Property, Purchaser may, at its option, terminate this Agreement by written notice to Seller within ten (10) days after Purchaser is advised of the commencement of condemnation proceedings, or Purchaser shall have the right to appear and defend in such condemnation proceedings, and any award and condemnation shall, at the Purchaser's election, become the property of Seller and reduce the Purchase Price by the same amount or shall become the property of Purchaser, and the Purchase Price shall not be reduced.

19. **Binding Effect and Law**. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors and assigns. This Agreement constitutes the sole and only Agreement of the parties hereto and supersedes any prior understandings or writings or oral Agreements between the parties respecting the transaction and cannot be changed, except by their written consent, and shall be construed under and in accordance with the laws of the State of Indiana. Time is of the essence of this Agreement.

20. **Brokers**. Each party hereby represents and warrants to the other that it has not dealt with any broker in connection with this transaction and each will indemnify the other from any cost for broker's fees claimed through the party and related to the Real Estate.

21. **Survival and Indemnity**. Seller and Purchaser, and each of them jointly and severally, shall each indemnify and hold the other harmless from and against all costs and damages (including attorney fees and court costs) incurred as a result of any breach of any representation, warranty or covenant by Seller or Purchaser as applicable. Seller shall also indemnify and hold Purchaser, the Town of Brownsburg and its respective employees, agents, representatives and their elected and appointed officials from and against any and all liabilities, losses, costs and expenses whatsoever, including but not limited to attorneys' fees, arising out of or incurred in connection with:

    a. Seller's ownership or use of the Real Estate;

    b. Any misrepresentations on behalf of Seller;

    c. The breach or nonperformance of any obligation or covenant to be performed by Seller hereunder;

    d. The presence on the Real Estate of any hazardous substances, pollutant or contaminate or any Hazardous Materials as defined in Paragraph 7.8 of this Agreement;

    e. Any action taken by or on behalf of Seller; and

f. For any other facts or circumstances giving rise to liability and relating to the Real Estate, occurring or accruing at any time prior to the close of business on the day of the Closing.

All representations, warranties, covenants and indemnities set forth in this Agreement and all rights, duties and obligations of the parties hereto shall survive the Closing of this transaction and the passing of title to, or interest in, the Real Estate.

22. **Severability**. In the event any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision hereof, and this Agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

23. **Notices**. Any notices to be given pursuant to this Agreement shall be deemed sufficiently given when in writing and (a) actually served on the party to be notified, or (b) deposited in the United States Mail by certified or registered mail, postage prepaid, or (c) by recognized overnight courier service with written acknowledgement of receipt to the address, or to such other address as may have been specified by either party to this Agreement to the other in writing in accordance with this Paragraph:

23.1 If to Purchaser:

Chief Larry Alcorn
Brownsburg Fire Territory
470 East Northfield Drive
Brownsburg, Indiana 46112

With copy to:

Tricia A. Leminger, Esq.
Frost Brown Todd, LLP
111 Monument Circle, Suite 4500
Indianapolis, Indiana 46244

23.2 If to Seller:

Reagan Properties, LLC
275 Medical Drive #1770
Carmel, IN 46032Attn: Richard P. Roethke

With copy to:

Andrew A. Kleiman
Taft Stettinius & Hollister LLP
One Indiana Square, Suite 3500
Indianapolis, Indiana 46204

24. **Assignment**. Notwithstanding any other provision of this Agreement, Purchaser shall have the right with Seller's prior written consent, which shall not be unreasonably withheld, prior to Closing, to assign this Agreement, and its rights and interest hereunder and in the Real Estate, in whole or in part, to any person or entity at any time; provided, however, that no such assignment shall relieve or release Purchaser of or from any of its liabilities and obligations hereunder. Purchaser shall also have the right to designate a nominee to take title to all or any part of the Real Estate at Closing.

25. **Expiration of Offer/Effective Date**. Unless accepted by Seller and delivered to Purchaser to the attention of Fire Chief Larry Alcorn, Brownsburg Fire Territory, Indiana by 12:00 p.m. (noon) local time, on the 28th day of December, 2023, this recommendation by the Brownsburg Fire Territory of offer to purchase shall be null and void and all parties shall be relieved and released of any and all liability and obligations hereunder. The Effective Date of this Agreement shall be the date when both parties have executed this Agreement and after it has been accepted and approved by the Executive Board of the Brownsburg Fire Territory in a formal public meeting as set forth below.

This proposed recommendation contains the terms and conditions that are acceptable to the Brownsburg Fire Territory and it supersedes and replaces any and all other recommendations, offers, and/or any counter offers or proposals.

This recommendation of offer to purchase to Seller as set forth in this Agreement is made by Brownsburg Fire Territory on the 15th day of December, 2023, and is subject to and conditioned upon the formal written acceptance and approval of this Agreement in a public meeting by the Executive Board of the Brownsburg Fire Territory after it is accepted and executed by Seller (the "Effective Date").

Dated: December 15, 2023

PURCHASER: Brownsburg Fire Territory

By: _____

Acceptance of offer to purchase as the Seller of the Real Estate described herein, the above terms and conditions are accepted this 28th day of December, 2023, at 10:00 A.M./~~P.M.~~

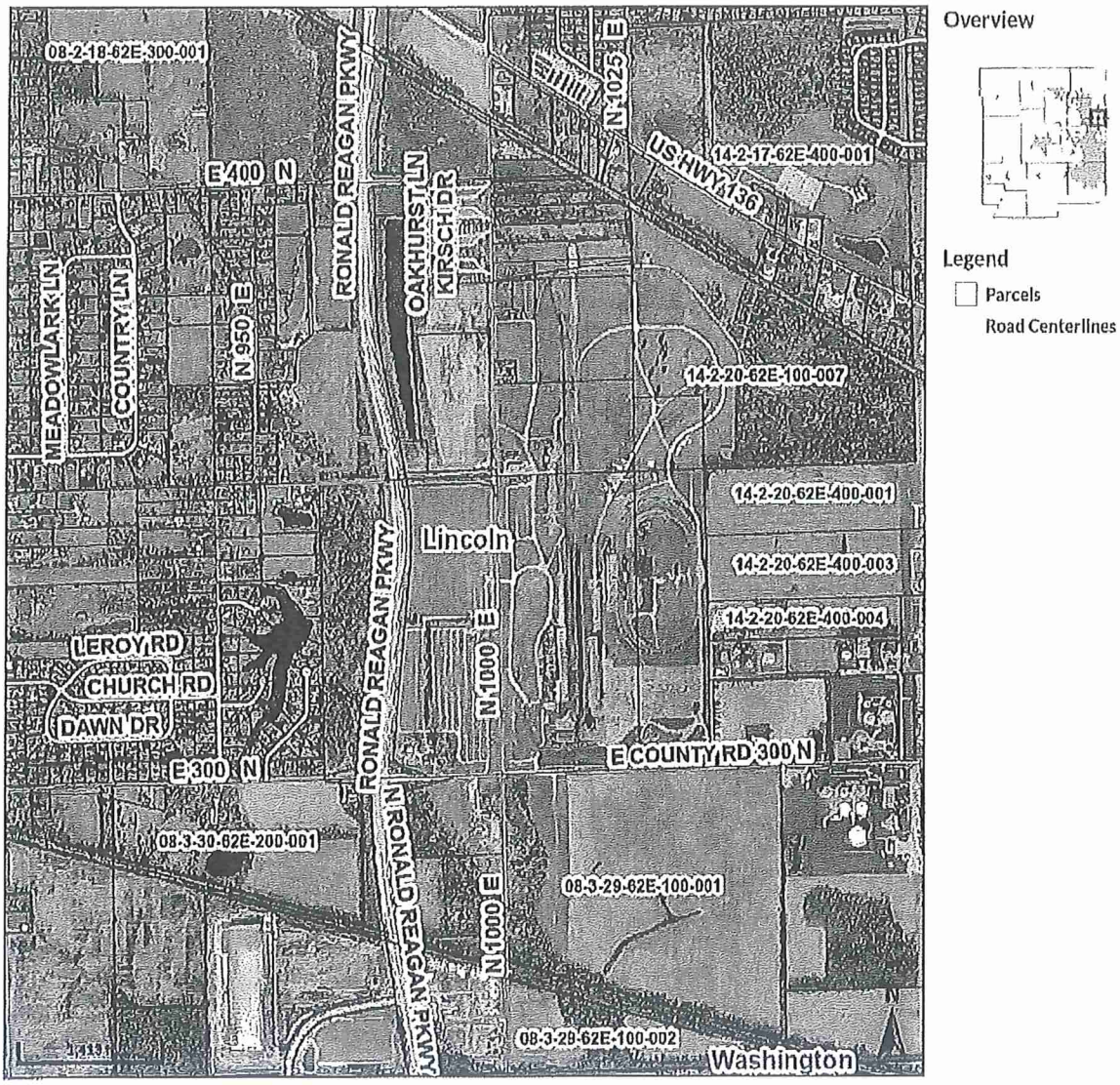
SELLER: Reagan Properties, LLC

By: _____

~~Richard P.~~ Roethke, Manager

EXHIBIT "A"

Map Showing Location of Property



0126125.0767527 4868-8732-6612v1v2

129687358v4

EXECUTIVE BOARD ACTION

VIII./New/A. MONTHLY STAFF REPORTS

Summary

Department Chief's reporting.
Incident and Run counts.

Attachments

- Incidents, Runs, and Staff Report: 03/2024 Activity

Actions

- 04/23/24: Board review and questions

Brownsburg Fire Territory
Senior Staff Monthly Report
MARCH 2024 Activity

VGT Run Activity

Fire/Technical: 110 **EMS**: 267 **Total**: 377

Deputy Chief of Administration, Todd Miller

VEHICLE MAINTENANCE

EG133:
- Head gasket and EGR cooler replaced (Cummins)

TAC134:
- Wrap body in red & black (TSP Graphics)

MD133:
- Lightbulb capsule replaced (O'Reily Auto)

MD134:
- Replace all brake pads & front rotors. PMI (NAPA parts)

MD139:
- Tire replaced + road-side assistance charge (Pomp's Tire Service)
- 2 batteries replaced (O'Reily Auto)

C1330:
- Removed interior brow lights after lightbar install (Waymire)

C1340:
- Remove interior brow lights after lightbar install (Waymire)

C1360:
- Battery replaced (O'Reily Auto)

Pool Car 1:
- Replace front struts, rear shocks, sway bar and drag links on both sides of front end (Belle Tire)

CART130:
Diagnostic service, replace battery (Mower Zone)

BUILDING MAINTENANCE

Headquarters:
- Generator repair to replace coolant lines

Station 132:
- Replace one glass section in front bay door (Cook's Glass & Mirror)
- Replace dishwasher 569.05 (Lowe's)

Division Chief of EMS, Zach Bowers

Meetings: Hendricks County Peer Support Team; Indiana EMS Commission; Hendricks County EMS Chief's;
EMS Training: Attended National Fire Academy Management of EMS course.
Other: Civilian Paramedic Interview; Completed annual physical and follow up; DARI; Annual cardiac monitor preventative maintenance completed.

Health and Safety Officer, Justin Butts

- Organized purchase of new fitness equipment for headquarters and each firehouse.
- Completed the purchase of two treadmills from Bicycle Garage Indy (One to HQ and one to Station 133). This was purchased through the reappropriated funds from the original 2022 PO, which was unfulfilled by a previous vendor.
- Worked with Bicycle Garage Indy and Emmons flooring to plan the installation of rubber fitness flooring at Station 131 and 132. This will allow a safer and cleaner workout environment.
- Completed all DARI assessments, results sent out to the individual employees. I have had three individuals come in for individualized training and remedial exercises.
- Completed hosting of United Diagnostic Services Ultrasound screening for employees
- Annual physicals and follow-up discussions were ongoing.

EXECUTIVE BOARD ACTION

VIII./New/A. MONTHLY STAFF REPORTS

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Brownsburg Fire Territory

Senior Staff Monthly Report

MARCH 2024 Activity

Division Chief of Training & Safety, Jerry Harder

- Monthly Trainings – On duty crews have been doing has much training as they can since January 1st due to the weather. Now that the temps have become more favorable, crews have been doing training at the Old State Bank of Lizton. This is the location for the new WAWA gas station.
- We held a Trench Rescue Ops and Tech class last month for Hendricks County Task Force members. This class was to train firefighters on how to effectively and safely remove a victim from a trench cave-in. The Trench Rescue program will go in service May 1st.





-
- Training Grounds – Just a few minor changes to the training grounds. The Conex cans by the bank gate have been configured to allow us to train on Trench Rescue. Crews will have to get on top of the cans to facilitate this training. This means that a railing will need to be installed for safety. Having this setup allows us to train whenever without digging a hole.
- The 2nd floor of the long stretch cans will hopefully be completed by the end of summer.
- I'm sure that you have noticed that there have been a lot of vehicles on the back lot for vehicle extrication. Now that Engine 132 carries extrication equipment, we have been getting them caught up on techniques used to extricate a victim out of a car.

- Brownsburg Special Operations:
- The Trench / Collapse Trailer (Tactical 130) will be in-service next month. The trailer has been outfitted with emergency lights and will currently be pulled by the Training truck.
- The Hazmat vehicle (Tactical 134) has been wrapped and will soon be lettered. We are also working on getting supplies to stock this vehicle.
- Brownsburg will be hosting a Rope Ops and Tech class on July 15th.
- Hendricks County Rescue Task Force:
- Completed the Trench Rescue Class. We will be having another class June 17th to get more firefighters trained in Trench Rescue.
- Confined Space Ops and Tech will be held May 6th at Plainfield Fire.

- SCBA – We now have an SCBA compressor at Station 133. This will allow those firefighters to fill their bottles there instead of driving to HQ or Station 131.

Brownsburg Fire Territory
Senior Staff Monthly Report
MARCH 2024 Activity

Public Information Officer (PIO), Nina Powell

- Attended community resource meeting identifying potential sponsors for smoke alarm program.
- Attended police & fire camp planning meetings.
- Scheduled station tours, public education and 4 smoke alarm installations
- Spoke on Behalf of BFT for Girls Inc. in honor of Black History Month as the first African American / Latinx woman hired at BFT to encourage young ladies of all backgrounds to pursue the fire service through hard work and dedication.
- Attended FIAI conference planning meetings while continuing to develop my presentation based on registrant feedback.
- Attended Inspire House grand opening while networking with their board members. Inspire House is a grant funded renovated firehouse that is now a community hub and teacher resource while still resembling a firehouse. A beautiful repurpose with the community in mind. Utilized this moment as inspiration for future BFT projects.
- Attended Eclipse preparation meetings
- Conducted safety festival planning meetings, document creation and vendor networking.
- Attended & shadowed firefighters survive alive village to observe the current state of public education amongst our peers, be of resource to them and garner strategy for safety village concepts should we choose to explore this road in the future.
- Attended & emceed the union banquet
- Attended Kiwanis luncheons as a member on behalf of BFT

Fire Prevention Division, Fire Marshal Paul Hudson

Fire Prevention Staffing

DFM Schlageter and DFM Powell attended "Fire Inspector Association of Indiana Conference."

Major Construction and Remodel Projects

- The Arbuckle Phase 2 - 7140 Arbuckle Commons
- Starbucks - 4470 Gipper Way
- Patrick Place Lot 10 – 730 Patrick Pl
- Park 74 Commerce Center – building 1 – 9600 E CR 400 N
- Park 74 Commerce Center – building 2 – 9822 E CR 400 N
- Pinheads (Brownsburg Bowl) renovation – 18 Whittington Dr.
- Main Street Storage – in development stage
- Reinbold Development – in development stage
- Indy Decorative Concrete – in development stage
- Oranomed 1145 E Northfield Dr.
- HMD Motorsports 843 E Main St.
- Brownsburg High School - 1000 S Odell St.
- Meijer – in development planning stage
- Wawa Convenience Store – 60 E Garner Rd.
- JCM Racing Facility – in development stage
- Sonny's Enterprises – 4334 N 1000 E
- Liquidity Services – 10255 Archer Dr.
- Quik Trip fuel station – in development stage
- Bethesda Christian School expansion – 7858 N 650 E
- Dr. Brothers dental office – 730 Patrick Pl.
- Kid City Daycare – 1570 E US 136
- Tea Moon Coffee and Donuts – 1430 N Green St.
- Mercury Marine Security Room addition – 4857 N Ronald Reagan Pkwy.
- BJ Retail – 103 E Main St.
- Arby's - 1000 N Green St.
- Christian Brothers Automotive – 2531 S Green St.

Community Risk Reduction Engagement

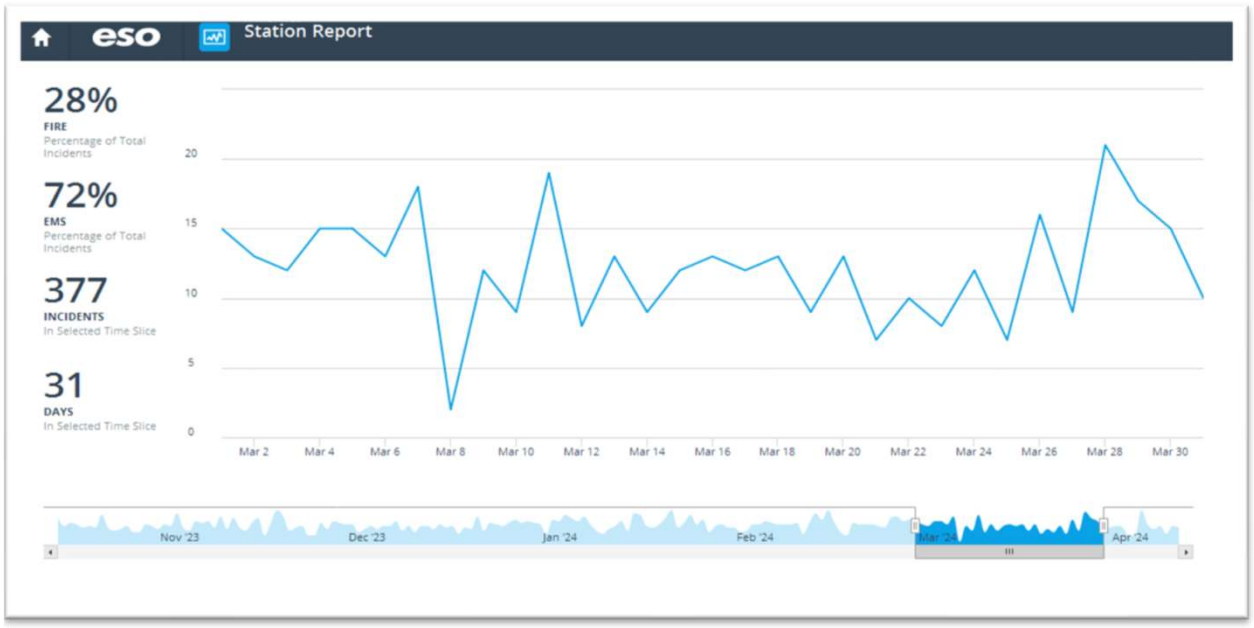
- Code compliance consulting with architects/engineers
- Existing business and school inspections
- Fire Investigations
- Town of Brownsburg events meetings
- BFT Executive Board meeting
- 4/8/24 Solar Eclipse Planning
- FM Hudson attended Indiana Fire Prevention and Building Safety Commission Meeting

Public Education & Community Events

- FM Hudson spoke to BBG High School Forensic Science Classes

INCIDENTS **03/2024 ACTIVITY**

Week Ending	3/3/24	3/10/24	3/17/24	3/24/24	3/31/24	Totals
(11) Structure Fire		2	1	1	1	**5**
(13) Mobile property (vehicle) fire			1		1	**2**
(14) Natural vegetation fire				1	2	**3**
(15) Outside rubbish fire				1		**1**
(30) Rescue, emergency medical call (EMS), other		2		2	1	**5**
(32) Emergency medical service (EMS) incident	33	56	63	52	63	**267**
(37) Electrical rescue		1				**1**
(40) Flammable gas or liquid condition, other					1	**1**
(41) Combustible/flammable spills & leaks			2			**2**
(44) Electrical wiring/equipment problem		1	3		1	**5**
(46) Accident, potential accident				1	1	**2**
(51) Person in distress		1	1	1		**3**
(53) Smoke, odor problem		1				**1**
(55) Public service assistance	1	3	4	3	3	**14**
(60) Good intent call, other	1				1	**2**
(61) Dispatched and canceled en route	4	8	4	5	8	**29**
(62) Wrong location, no emergency found				1	1	**2**
(66) EMS call where party has been transported		1				**1**
(70) False alarm and false call, other	1	1	4		2	**8**
(73) System or detector malfunction		1			3	**4**
(74) Unintentional system/detector operation (no fire)		6	3	4	4	**17**
(91) Citizen complaint					1	**1**
UNK					1	**1**
Totals:	**40**	**84**	**86**	**72**	**95**	**377**



Week Ending	3/3/24	3/10/24	3/17/24	3/24/24	3/31/24	Totals
Brownsburg Fire Headquarters		1		1		**2**
Out of District Station- Pittsboro Fire Dept	1		2	1		**4**
Out of District Station-Danville Fire Dept					1	**1**
Out of District Station-Pike Township Fire Dept				1	4	**5**
Out of District Station-Washington Twsp/Avon FD			2	1	1	**4**
Out of District Station-Whitestown Fire Dept		2				**2**
Station 131	23	57	59	51	59	**249**
Station 132	3	5	6	4	4	**22**
Station 133	13	19	17	13	26	**88**
Totals:	**40**	**84**	**86**	**72**	**95**	**377**

EXECUTIVE BOARD ACTION

VIII./New/B. ASSETS: REQUEST FOR BID/DISPOSAL/TRANSFER

Summary

Staff seeks approval for disposition.

QUANTITY	ITEM	SERIAL NUMBER or DESCRIPTION	VALUE	NOTES
	MUNICIBID AUCTION			
1	Odyssey Auto Command Box	n/a	$100.00	2012 Purchase
1	Weight Plate Tree	n/a	$10.00	
1	Flat Utility Exercise Bench	n/a	$25.00	2020 Purchase
1	Front Center Console (New)	Ford F150 Crew Cab	$100.00	Removed for upfitting
1	Front Center Console / Seat (New)	2023 Chevy Silverado Crew Cab	$100.00	Removed for upfitting
1	Stihl Leaf Blower	BR400	$20.00	Not feasable to repair
1	Husqvqrna Leaf Blower	40100553	$20.00	Not feasable to repair
	TRASH / SCRAP			
1	Squat Rack	Donated to BFT in late 90's	$0.00	Unsafe per standards
1	Flat Bench	Donated to BFT in late 90's	$0.00	Unsafe per standards
1	True Treadmill	05-8974E	$0.00	Not feasabel to repair
1	Planet Fitness Treadmill	PFT103836 - Donated by IFD	$0.00	Not feasabel to repair
7	Fire Vulcan Battle Lantern	166627, 16628, 107178, 107186, 174475, 227904, 28054	$0.00	Not repairable

Attachments

- None

Actions

- 04/23/24: Chief Alcorn to request permissible action(s) from Board

EXECUTIVE BOARD ACTION

VIII./New/C. DISSOLUTION OF 9/11 MEMORIAL AT ARBUCKLE COMMONS HCCF FISCAL SPONSORSHIP

Summary

Chief Alcorn requests permission to dissolve the Fiscal Sponsorship offered under the Hendricks County Community Founds ("HCCF"), established to manage fundraising monies.

Attachments

- 9/11 Memorial at Arbuckle Commons_Information Sheet
- HCCF Cash Basis Fund Statement effective 12/31/2023

Actions

- 04/23/24: Presentation for Board discussion and consideration for approval.

9-11 Memorial at Arbuckle Commons — Information

Project Scope

Creation of a September 11, 2001 (Patriots Day) outdoor public-space memorial, utilizing a steel-beam artifact.

Goals

- Establish overall design
- Obtain funding appropriation
- Recover costs through donation campaign
- Hold dedication ceremony on September 11, 2019
- Donor plaque dedication

Design, Build, and Maintenance

After much consideration and planning, the memorial is placed at Arbuckle Commons – a new public area which is part of the Town of Brownsburg downtown redevelopment. The memorial includes a steel beam artifact formerly housed with the Brownsburg Fire Territory, educational storyboards, and visitor seating.

A dedication ceremony was held September 11, 2019.

The Town of Brownsburg Parks Department has assumed maintenance of the Memorial.

Costs and Funding

Williams Park's War Memorial site was initially considered; however, it was eventually deemed inappropriate. An opportunity arose to include the Memorial as part of the Arbuckle Acres build. Since fundraising was still short, Fire Chief Alcorn submitted a request to the Executive Board at their Thursday, October 25, 2018 regular meeting asking to appropriate $150,000.00 from the Brownsburg Fire Territory Budget General Operating Fund (approved bid cost); the motion to approve presentation to the Town Council was approved unanimously by a vote of 3-0. The appropriation was presented to the Town Council during their Thursday, December 6, 2018 regular meeting and approved under Resolution #2018-39. The Executive Board was notified of the approval during their Monday, December 17, 2018 regular meeting. Fire Chief Larry C. Alcorn advised that architect **Context Design** was constructing a rendering and had offered to donate toward the project (amount unspecified). In addition, the Green Street project manager **Kramer Companies** also offered to donate. Chief Alcorn at both the Town Council and Executive Board meetings reiterated that every effort will be made to recoup costs through fundraising over the next five years; however, there is no guarantee those efforts will yield a full repayment. Letters to both companies regarding donation procedures were mailed Wednesday, December 26, 2018. The Clerk-Treasurer established Revenue Fund ~~177.671~~ ~~252.671~~ and Expense Fund ~~177.07.447~~ ~~UPDATE-EFFECTIVE 2021 Expense Fund renumbered to 177.207.447~~ ~~UPDATE-EFFECTIVE 2021 Expense Fund again renumbered to 252.207.447~~ UPDATE-EFFECTIVE 03/2022 EXP=2243.207.447-9/11 Memorial Expenses and REV=2243.671-9/11 Memorial Donations for managing donations and payments. UPDATE: the final cost for infrastructure related labor, parts, and materials is $139,359.99. $1,640.01 is earmarked to cover the donor recognition plaque. The remaining $9,000.00 was released back to the Brownsburg Fire Territory Budget General Fund (177), effective close of year 2019.

Effective October 2018, Hendricks Regional Hospital committed $50,000.00 toward the project to be paid out in increments of $10,000.00 over five years (acceptance process and review by legal). NOTE: contract review was completed and a copy of the approval is on file.

The remaining $100,000.00 recovery campaign is being managed under a Fiscal Sponsorship[1] through the Hendricks County Community Foundation (HCCF) titled, "9-11 Memorial Arbuckle Commons." The campaign, originally established in March 2010, continued to hold a balance of $22,600.00 effective October 5. The Administrative Fee is 4% on all monthly donations. UPDATE: effective 4/1/2020, the Administrative Fee increased to 6%. HCCF mails a list of donors monthly (if donations are received), and a fund statement twice a year. The campaign must remain in place through the end of 2023 in order to manage current monetary commitments. Donors may contribute using the following methods:

(1) Credit Card On-Line
- www.hendrickscountycf.org
- Click on the [Donate] button
- Select/enter amount
- In drop-down box choose "Existing Fund"
- Name of Fund: **9-11 Memorial Arbuckle Commons**
- Enter Contact/Payment information
- Printable receipt available immediately. Emailed copy of receipt states, "*You will receive a formal acknowledgement letter to be used for tax purposes within the next week.*"

[1] **Fiscal Sponsorship** refers to the practice of non-profit organizations offering their legal and tax-exempt status to groups – typically projects – engaged in activities related to the sponsoring organization's mission. It typically involves a fee-based contractual arrangement between a project and an established non-profit.

(2) Via Check
- Made out to: **HCCF with "9-11 Memorial Arbuckle Commons" on the Memo line**
- Mailed to: **6319 East U.S. Highway 36, Suite 211, Avon, IN 46123**

(3) Contact HCCF (317) 268-6240 for:
- Immediate: Cash, Marketable Securities, Closely Held Stock, Personal Property, and/or Real Estate
- Deferred: Wills & Bequests, Retirement Plan Rollovers & Assets, Living Trusts, and/or Life Insurance
- Gifts That May Provide Income to the Donor (Charitable): Gift Annuities, Remainder Trusts, and/or Lead Trusts

Effective January 2019, the Brownsburg Rotary Club committed $25,000.00 toward the project to be paid out in increments of $5,000.00 over five years.

Notes, Considerations, Plan of Action

(1) The steel-beam artifact was procured and facilitated by a group of dedicated citizens, namely: Glenn Nulty, Firefighters Jim Miller, Donnie Ross, and Alex Brand, and Chief Alcorn. A transfer of ownership of the artifact by the Port Authority of New York and New Jersey to the Brownsburg Fire Territory was filed 12/4/2009.

(2) The HCCF account requires identification of a responsible party/group for management/decisions on our end. The following parties were originally noted on the account with HCCF: The Brownsburg Fire Territory, Hendricks County Firefighters Local #4406, Glenn and Angie Nulty, Annisa Rainey, and David Richardson. UPDATE: the contact list has been revised by removing both Annisa Rainey and David Richardson then adding Fire Chief Larry Alcorn and Administrative Assistant Tina Betuker.

(3) GoFundMe Campaign Changes

Effective, Friday, October 05, 2018, Ms. Betuker deactivated a GoFundMe "911 Campaign" recently created via Facebook (Incognito) Account "Pierce Horton"; the campaign no longer allows donations or comments. GoFundMe continued to state, "Verify personal and bank information by October 11, 2018 to continue accepting donations." Failure to do so would result in a refund to all GoFundMe donors and that was allowed to happen (alternatively, the process for requesting refunds involved a general contact on-line form which yielded no communication from the GoFundMe Help Center. UPDATE: effective October 12, 2018, the campaign was canceled and all donations refunded, as follows:

a. Dr. Jim/Lori Nossett, Partner ($100.00)
b. Irma Padget, Citizen ($20.00)
c. Gabriel Mallek, Citizen ($20.00)
d. Jason Butts, BFT Firefighter ($25.00)
e. Mike Rosemeyer, BFT Division Chief of Administration ($100.00)
f. Glenn & Angie Nulty, Partner ($100.00)
g. Larry Alcorn, BFT Fire Chief ($100.00)
h. Rick Betuker, Citizen ($100.00)
i. Tina Betuker, BFT Admin Asst. ($100.00)

Existing Social Media postings were redacted by (then) PIO Ryan Miller.

The designated team was unaware a Fiscal Sponsorship remained active with the HCCF when the GoFundMe campaign was initiated. GoFundMe – and rightly so – required proof of identify of the campaign's recipient "Pierce Horton" – a fictional name used for the BFT Facebook account. The BFT was unclear on GoFundMe account management and the campaign's online set-up provided to guidance or notice that such requirements existed. Upon realization, the campaign was immediately shut-down and donations refunded. It was then determined that originally fundraised monies had not been transferred out of the HCCF account and that this sponsorship was the appropriate vehicle for donation management.

(4) Publisher/Editor of *Brownsburg Monthly Magazine*, Jodi Trotter, offered an article regarding the campaign in the November 2018 issue which included donation methods. ±$2500.00 donations from mailed letter campaign were acknowledged in article. Donors acknowledged: **Mowery Heating & Air Conditioning**, **HomeGoods Distribution Center, LifeScience Logistics, and Hendricks Regional Health.** Issue was distributed October 30, 2018. *Note: publication ownership changed hands effective March 2019 issue to Towne Post Network Publications; Ms. Trotter is no longer involved.*

(5) Mr. Nulty and Chief Alcorn would reevaluate options should the response to the article and mailings fall short of the goal. UPDATE: effective 1/1/2019, Mr. Nulty stepped away from the project. Chief Alcorn continues funding recovery efforts.

(6) A plan to include a plaque identifying ±$2500.00 donors is in progress and will be placed at the site. The permanent plaque on a pedestal is being installed for the September 11, 2022 sunset ceremony. Media identifying donors was displayed during prior 9/11 sunset ceremonies.

(7) A plan to provide an artist's rendering of the memorial as a visual tool for the public during fundraising efforts was scrapped as the price was extensive – nearly $5,000.00. A lower cost option was provided – builder's layout priced at $3,000.00. This cost was donated/covered by Kramer Corp. and Context Corp.

(8) A Direct Letter Appeal was generated by G. Nulty Friday, June 14, 2019. No results.

(9) T-Shirt Fundraisers: launched via Custom Ink on Wednesday, July 3, 2019 through Wednesday, July 31, 2019 (midnight ET); items direct shipped to donors 12 working days after campaign close. Funds raised disbursed directly to HCCF 4 weeks after close of campaign. A print minimum of 17 items was met. Two-sided short-sleeved t-shirts for $25 in three colors (white, gray, and military green); a long-sleeve version available in gray for $25. Original goal = 50 units sold which would yield a profit of $360.00-$554.00. NOTE: a split red/blue line was not included in this run as it drove up cost/decreased profit and also required a higher minimum sold quantity (48). R. Miller conveyed our status with a Brownsburg PD contact. **CAMPAIGN RUN #1 of 2 = $696.81; CAMPAIGN RUN #2 of 2 = $73.89.** Checks confirmed received by HCCF. <Campaigns Completed> **CAMPAIGN RUN #3** was initiated in September 2021; however, there were no sales.

(10) 9-11 Memorial Dedication Ceremony: conducted Wednesday, September 11, 2019.

(11) Effective April 23, 2024, recovery campaign efforts have been exhausted. Chief Alcorn to present request for dissolution of the HCCF fiscal sponsorship monies ($62,728.38 effective 12/31/2023) to be transferred as appropriate to determined BFT budgetary fund.

<END>

Where Local Good Grows

Hendricks County Community Foundation

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Administrative Specialist

February 9, 2024

Ms. Tina Betuker
9-11 Memorial at Arbuckle Commons
9-11 Memorial at Arbuckle Commons
470 E Northfield Drive
Brownsburg, IN 46112

Dear Friends,

I hope this letter finds you well. Enclosed please find the cash basis Fund Statement for the period ending December 31, 2023, for the 9-11 Memorial at Arbuckle Commons. You will also find an update letter with other fund-related matters. We are proud to partner with you through this Nonpermanent Field of Interest Fund to strengthen Hendricks County and continue the spirit of philanthropy in our community.

Assets in Non-Permanent funds of the Community Foundation are invested in checking, money market accounts and certificates of deposit, which earned an annual return in 2023 of approximately 1.5%. Depository rates have gone up some, which is a relief. Depending upon the timing of the monies in this fund throughout the year, the share of interest income is indicated on the Investment Income line of the Fund Statement.

Thank you for choosing Hendricks County Community Foundation as your charitable partner. Please do not hesitate to contact me at william@hendrickscountycf.org or 317.268.6240 should you have any questions regarding this Fund Statement or any other matters. Best wishes to you and your family for a happy and healthy 2024! Please be safe!

Sincerely,

William A. Rhodehamel
President & CEO

Hope you are well! Let us know if we can help with these funds.

Our vision: Hendricks County is a place where everyone has the opportunity to have a fulfilling life and the tools they need to build a stronger future together.

6319 East US Hwy 36, Suite 211, Avon, IN 46123, Ph: 317 268-6240, Fax: 317 268-6164, www.hendrickscountycf.org

Where Local Good Grows

Hendricks County Community Foundation

9-11 Memorial at Arbuckle Commons

January 01, 2023 through December 31, 2023

Fund Activity

Beginning Balance		
Beginning Balance		$58,633.93
Income		
Contributions - Spendable		$5,000.00
Investments - Interest Income		$811.23
	Total Income	$5,811.23
Disbursements		
Fund Administration Fees		$1,715.68
Investment Management Fees		$1.10
	Total Disbursements	$1,716.78
Ending Balance		$62,728.38

Grant Detail:

No grants for the statement period.

Total Grants	$0.00

Contribution Detail:

2023-08-02		$5,000.00
Brownsburg Rotary Club		
	Total Contributions	$5,000.00

Non-Gift Detail:

No Non-Gifts for the statement period.

Total Non-Gift	$0.00

EXECUTIVE BOARD ACTION

VIII./New/D. POLICY #301: VACATION BENEFITS (Revision)

Summary

Presentation by Chief Alcorn of proposed revisions of Policy #301: Vacation Benefits.

Attachments

- Policy #301: Vacation Benefits (Current)
- Policy #301: Vacation Benefits (Proposed)

Actions

- 04/23/2024: Presentation for Board discussion and consideration for approval.

POLICY #301: VACATION BENEFITS (CURRENT VERSION)

Status Active PolicyStat ID 14876231

Origination	12/2023	Owner	C. Todd Miller: Deputy Chief
Last Approved	12/2023	Policy Area	Policy
Last Revised	12/2023		
Next Review	12/2024		

301 - Vacation Benefits

301 - Vacation Benefits

Vacation time off with pay is available to eligible employees to provide opportunities for rest, relaxation, and personal pursuits. Employees in the following employment classification(s) are eligible to earn and use vacation time as described in this policy:

Regular full-time employees

The amount of paid vacation time employees receive each "benefit year" increases with the length of their employment as shown in the following schedules:

Administrative Personnel

The following vacation schedule is for personnel assigned to forty (40) hour work week:

Hire date thru sixth (6th) month:	No vacation time
Start: Seventh (7th) month thru first (1st) year:	5 days, (40 hours)
Start: Second (2nd) year thru fifth (5th) year:	10 days, (80 hours)
Start: Sixth (6th) year thru tenth (10th) year:	15 days, (120 hours)
Start: Eleventh (11th) year thru twentieth (20th) year:	20 days, (160 hours)
Start: Twenty-first (21st) year to retirement:	25 days, (200 hours)

Administrative personnel shall be allowed to carry over 120 hours of vacation time to the following year. Any amount more than 120 hours shall be forfeited by the employee.

Shift Personnel

The following vacation schedule is for personnel assigned to twenty-four (24) hour shifts:

Hire date thru sixth (6th) month:	No vacation time
Start: Seventh (7th) month thru first (1st) year:	One (1) shift, (24 hours)
Start: Second (2nd) year thru third (3rd) year:	Two (2) shifts, (48 hours)
Start: Fourth (4th) year thru sixth (6th) year:	Four (4) shifts, (96 hours)
Start: Seventh (7th) year thru ninth (9th) year:	Six (6) shifts, (144hours)
Start: Tenth (10th) year thru twelfth (12th) year:	Eight (8) shifts, (192 hours)
Start: Thirteenth (13th) year thru fifteenth (15th) year:	Ten (10) shifts, (240 hours)
Start: Sixteenth (16th) year to retirement:	Twelve (12) shifts, (288 hours)

Shift personnel shall be allowed to carry over 96 hours of vacation time to the following year. Any amount more than 96 hours shall be forfeited by the employee.

Vacations shall be by bid process and based on seniority. In addition to department seniority, twenty-four (24) hour bids will be processed first, and then twelve (12) hour bids will be processed. Vacation bids must be submitted by December 15th for the following calendar year.

Vacation days not bid by December 15 for the year will be awarded on a first come basis, with no consideration for seniority.

The length of eligible service is calculated based on a "benefit year." This is the 12-month period that begins with the employee's starting date of hire. An employee's benefit year may be extended for any significant leave of absence except military leave of absence. Military leave has no effect on this calculation. (See individual leave of absence policies for more information.)

Once employees enter an eligible employment classification, they begin to earn paid vacation time according to the schedule. They can request use of vacation time after it is earned.

Paid vacation time must be used in either twelve (12) either first twelve or second twelve-hour portion of the shift, or twenty-four (24) hour increments for shift personnel and a minimum of two (2) hours increments for administrative personnel. To take vacation, employees should request advance approval from their supervisors. Requests will be reviewed based on several factors, including business needs and staffing requirements. All requests must be submitted to the employee's supervisor no less than one (1) shift prior to the vacation days requested. At the discretion of the Battalion Chief, vacation time can be granted with less than one (1) shift notice for family or personal emergencies. Additionally, the twelve (12) or twenty-four (24) hour increments requirement for vacation leave usage may be waived in conjunction with this special authorization. While the Territory will make reasonable efforts to honor the requested vacation dates, it still reserves the right to alter or deny those dates due to Territory staffing considerations.

Any personnel wishing to cancel time off must inform their respective Battalion Chief no later than one (1) shift, or 48 hours prior to the shift in which the scheduled time falls. If the shift to be canceled is one

of the holidays identified in Policy 307, the cancellation must be sixty (60) days in advance. This 60-day advance notice can be waived at the discretion of the Battalion Chief, for special circumstances.

Vacation time off is paid at the employee's base pay rate at the time of vacation. It does not include overtime or any special forms of compensation such as incentives, commissions, or bonuses.

Upon termination of employment employees will be paid for unused vacation time that has been earned through the last day of work. However, if employment is terminated for cause, forfeiture of unused vacation time may result as determined at the Territory's sole discretion.

The Battalion Chief may waive certain provisions of this to accommodate emergency staffing needs if determined to be in the best interest of the Territory.

Approval Signatures

Step Description	Approver	Date
	Larry Alcorn: Fire Chief	12/2023

POLICY #301: VACATION BENEFITS (PROPOSED VERSION)

Status **Pending** PolicyStat ID **15618041**

Origination	N/A
Last Approved	N/A
Last Revised	N/A
Next Review	1 year after approval
Owner	C. Todd Miller: Deputy Chief
Policy Area	Policy

New - 301 - Vacation Benefits - To be effective 1/1/2025

Vacation Benefits

Vacation time off with pay is available to eligible employees to provide opportunities for rest, relaxation, and personal pursuits. Vacation leave time is paid at the employee's regular hourly rate at the time of vacation. It does not include overtime or any special forms of compensation such as incentives, commissions, or bonuses.

Regular full-time employees

The length of eligible service is calculated based on a "benefit year." This is the 12-month period that begins with the employee's starting date of hire. An employee's benefit year may be extended for any significant leave of absence except military leave of absence. Military leave has no effect on this calculation. (See individual leave of absence policies for more information.)

Employees in the following employment classification(s) are eligible to earn and use vacation time as described in this policy. The amount of vacation time employees receive each benefit year increases with the length of their employment as shown in the following schedules.

Administrative Personnel

The following vacation schedule is for personnel assigned to forty (40) hour work week:

Hire date thru sixth (6th) month:	No vacation time
Start: Seventh (7th) month thru first (1st) year:	5 days, (40 hours)
Start: Second (2nd) year thru fifth (5th) year:	10 days, (80 hours)
Start: Sixth (6th) year thru tenth (10th) year:	15 days, (120 hours)
Start: Eleventh (11th) year thru twentieth (20th) year:	20 days, (160 hours)

Start: Twenty-first (21st) year to retirement:	25 days, (200 hours)

Shift Personnel

The following vacation schedule is for personnel assigned to twenty-four (24) hour shifts:

Hire date thru sixth (6th) month:	No vacation time
Start: Seventh (7th) month thru first (1st) year:	Two (2) shifts, (48 hours)
Start: Second (2nd) year thru third (3rd) year:	Three (3) shifts, (72 hours)
Start: Fourth (4th) year thru sixth (6th) year:	Four (4) shifts, (96 hours)
Start: Seventh (7th) year thru ninth (9th) year:	Six (6) shifts, (144hours)
Start: Tenth (10th) year thru twelfth (12th) year:	Eight (8) shifts, (192 hours)
Start: Thirteenth (13th) year thru fifteenth (15th) year:	Ten (10) shifts, (240 hours)
Start: Sixteenth (16th) year to retirement:	Twelve (12) shifts, (288 hours)

Paid vacation time must be used in twelve (12) hour increments, either first twelve or second twelve-hour portion of the shift, or twenty-four (24) hour increments for shift personnel, and a minimum of two (2) hours increments for administrative personnel.

Vacation leave for shift personnel shall be by bid process and based on seniority. In addition to department seniority, twenty-four (24) hour bids will be processed first, and then twelve (12) hour bids will be processed. The shift vacation bid process will be conducted between January 1st through January 15th of each year. Shift personnel will be required to bid all available time during the bidding process. After the bidding process, shift personnel will be allowed to cancel a vacation day for another available day, however they must choose another day at that time. Carry-over of vacation time will not be permitted.

A maximum of two (2) shift personnel will be allowed to bid vacation time for each day. Any days not bid during the annual bidding process will be awarded on a first come – first serve basis throughout the year.

During the bidding process, shift personnel can add their name as an alternate on any days that are full. The alternate list will be kept in the shift vacation book to be maintained by the shift Battalion Chief. After the bidding process, shift personnel can still add their name to the alternate list for any shift day.

Should staffing allow for a 5th spot to be awarded on any shift day, the Battalion Chief will award that spot using the alternate list established during the bidding process. The Battalion Chief will notify the first person on the list one shift prior, to see if they still wish to use vacation time for that day. If they decline, the Battalion Chief will work down the list until the spot is accepted or the list is exhausted.

If there are no alternates listed, it is the responsibility of the employees to recognize that there is a potential 5th spot available. Employees would then contact the Battalion Chief to submit a request, no later than one shift prior to the available day.

The 5th spot will not be available should any of the following situations arise:

- FMLA leave or short-term Illness
- Personnel off for training
- Personnel detailed off for any reason
- INTF-1 deployment without backfill
- Shift staffing shortage

At the discretion of the Battalion Chief, vacation time can be granted with less than one (1) shift notice for family or personal emergencies. Additionally, the twelve (12) or twenty-four (24) hour increments requirement for vacation leave usage may be waived in conjunction with this special authorization. While the Territory will make reasonable efforts to honor the requested vacation dates, it still reserves the right to alter or deny those dates due to Territory staffing considerations.

Any personnel wishing to cancel the time-off for a different day, must inform their respective Battalion Chief no later than one (1) shift, or 48 hours prior to the shift in which the scheduled time falls.

Administrative personnel will be required to request vacation time in the Territory's scheduling system for approval by their direct supervisor.

Vacation leave may not be taken in advance of being accrued.

Vacation leave cannot be used during a shift trade working or Kelly trade working.

Employees who separate employment from the Territory will be compensated for any unused accrued vacation time at the employees' regular hourly rate.

Approval Signatures

Step Description	Approver	Date
	Larry Alcorn: Fire Chief	Pending

EXECUTIVE BOARD ACTION

VIII./New/E. GENERAL ORDER #2024-401: TIME KEEPING (SUPERSEDES)

Summary

Presentation by Chief Alcorn of proposed revisions of General Order #2024-401: Time Keeping, which supersedes current General Order.

Attachments

- General Order #2024-401: Time Keeping

Actions

- 04/23/2024: Presentation for Board discussion and consideration for approval.

2023 - 1 General Order supersedes 401 - Time Keeping

Accurately recording time worked is the responsibility of every employee. Federal and state laws require the Territory to keep an accurate record of time worked in order to calculate employee pay and benefits. Time worked is all the time actually spent on the job performing assigned duties.

The department's scheduling software shall be used as the method of tracking time for each employee. Employees should make sure their records are accurate and up to date in the scheduling ~~software~~ system.

It shall be the responsibility of the employee to email their Battalion Chief requesting that ~~enter~~ any time worked outside of their normal shift assignment be entered into the scheduling ~~software~~ system. This shall be completed within 24 hours of the hours worked. It will be the Battalion Chief's responsibility to enter the hours into the department's scheduling system upon receipt of the employee's request. Exception to this would be employees working outside of their normal shift assignment at the end of the pay cycle. Those hours would need to be entered before the end of the pay cycle. In these instances, it may be necessary for the employee to email the on-duty Battalion Chief to have the hours added prior to the end of the pay cycle. ~~If the employee were unable to get their time entered they would be required to contact the on-duty BC to enter the hours for them prior to the end of the pay cycle.~~

When employees email the request to have hours worked outside of their normal shift added, they must include the reason for the additional hours. If the hours are for a late run at the end of a shift, they must include the run number generated by dispatch.

Any approved compensation for off-duty training will be handled as follows:

- The appropriate Division Chief of Training will email the approved class, dates and hours to the employees Battalion Chief.
- The employees Battalion Chief will enter the correct hours into the department's scheduling system with documentation as to what the hours are for.

Any hours for time worked outside of normal shift assignment that are not entered in the scheduling ~~software~~ system prior to the end of the pay cycle, will be paid out on the following pay cycle.

Altering, falsifying, tampering with time records, or recording time on another employee's time record may result in disciplinary action, up to and including termination of employment.

It is the employee's responsibility to print their personal time card out of the scheduling software for that pay period and sign to certify the truthfulness of all time recorded. The supervisor will review the time record and then sign it before submitting it for payroll processing.

If an employee is off duty on the last day of the pay period, their ~~supervisor~~ ~~should~~ Battalion Chief, or fill in shift commander will print that employees personal time card, sign and make a note that they were off duty on that day.

EXECUTIVE BOARD ACTION

VIII./New/F. JOB DESCRIPTION #13006: LIEUTENANT (REVISION)

Summary

Presentation by Chief Alcorn of proposed revisions of Job Description #13006: Lieutenant

Attachments

- Job Description #13006: Lieutenant

Actions

- 04/23/24: Presentation for Board discussion and consideration for approval.

Status **Pending** PolicyStat ID **15143729**

Origination	N/A
Last Approved	N/A
Last Revised	N/A
Next Review	3 months after approval
Owner	Jeff Wilson: Deputy Chief
Policy Area	General Orders

13006 - Job Description - Lieutenant

Job Title: Lieutenant

Department: Career Staff

Reports To: Battalion Chief / Shift Commander (Captain if applicable)

FLSA Status: Non-Exempt

Prepared By: Brownsburg Fire Territory

Approved By: Fire Territory Executive Board

Approved Date:

Minimum Job Requirements (Qualifications)

- Must meet qualifications of Firefighter/EMT Basic
- Must be a cleared chauffeur/engineer on the departments pumpers and remain in good standing as such OR possess IDHS driver operator pumper and aerial certification. See ADMINOG-11
- Must have completed 5 full years of service as a firefighter with the Brownsburg Fire Territory or have completed 5 full years as a career firefighter with a minimum of 3 years at Brownsburg Fire Territory.
- Must have IDHS Fire Officer Strategy and Tactics certification
- Must have IDHS Instructor I certification and maintain it to continue in the role of promoted Lieutenant
- Must have IDHS Incident Safety Officer certification
- Must have IDHS Fire Officer I certification
- Must have NIMS 100, 200, 300, 700, 800 certification

13006 - Job Descriptions - Lieutenant. Retrieved 03/2024. Official copy at http://brownsburgfire.policystat.com/policy/15143729/. Copyright © 2024 Brownsburg Fire Territory

- Must successfully complete the Brownsburg Fire Territory promotion process

Job Summary

Perform a wide variety of fire ground operations, EMS operations, special operations, public education and fire prevention while representing the Brownsburg Fire Territory. Exhibit professionalism, courtesy, and appropriate behavior and discretion in all interactions with other employees and with the public.

A. Leading and fostering the individuals in the float pool. This includes but is not limited to weekly mentoring to assure they are falling into place with our expectations as an organization, this will hopefully correct poor behavior in its infancy rather than let it manifest while going uncorrected. Employee evaluations, career advancement including education. *Section A is specifically for those officers assigned as the shift "float" officer.*

Domains of Responsibilities

Fire ground Operations	Special Operations	Administrative/Managerial
Station Duties	Emergency Medical Services	Public Relations
Driver/Operator	Training	Apparatus/Equipment Maintenance

Essential Duties

- Participate in all required department training, meetings, and activities. Educate shift personnel.
- Comply with all department rules, regulations, policies, and OGs.
- Communicate with members of the public and department personnel.
- Complete all required daily written and/or electronic records and communications.
- Ensure proper operational status of all apparatus, equipment and PPE before, during and after an incident.
- Respond to emergency/non-emergency incidents.
- Operate department apparatus, appliances and equipment.
- Provide basic and advanced life support to patients per certification level following established policies, protocols and guidelines as authorized by the medical director and the Brownsburg Fire Territory.
- Protect evidence of fire cause and origin from further disturbance.
- Administering daily training to the shift. This training can be something they feel is needed or a training delivered to them from the training division. *(specifically for those officers assigned to the shift "float" officer).*
- Assisting the Battalion Chief with the officer/engineer ride out program. *(specifically for those officers assigned to the shift "float" officer).*
- Float Lieutenant shall act as the shift training liaison.
- Perform other duties as assigned.

13000 - Job Descriptions - Lieutenant. Retrieved 03/2024. Official copy at http://brownsburgfire.policystat.com/policy/15143729/. Copyright © 2024 Brownsburg Fire Territory

Knowledge

- Knowledge of Fire Department rules, regulations, policies and OGs.
- Knowledge of structure and function of the department.
- Knowledge of applicable local, state and federal laws.
- Knowledge of fire suppression theories, strategy, tactics, methods, and procedures.
- Knowledge of fire prevention and public education.
- Knowledge of fire investigation procedures.
- Knowledge of emergency medical procedures and EMS protocols.
- Knowledge of communication systems and procedures.
- Knowledge of department software applications.
- Knowledge of emergency vehicle operations.
- Knowledge of safe use, care and maintenance of all department equipment.
- Knowledgeable at the appropriate level in the various aspects of Special Operations.
- Knowledgeable at the appropriate level of Haz-Mat Operations.

Skills Requirements

- Physical skills sufficient for safe, efficient utilization of equipment and tools with or without PPE.
- Comprehension skills sufficient to receive, process, and appropriately respond to information presented in writing, verbally, or visually.
- Reading skills sufficient to read and comprehend printed information that would preclude the use of an interpreter, scanner, or other non-reading alternative.
- Mathematical skills sufficient to apply calculations and formulas to the task(s) at hand.
- Writing/typing skills sufficient to effectively complete all required department communications.
- Verbal skills sufficient to clearly and accurately communicate information.
- Grammar skills sufficient to clearly and accurately communicate written/typed information.
- Appropriate use and understanding of industry specific terminology.
- Skill sufficient to drive and operate fire apparatus.

Abilities/Personal Characteristics

- Ability to make rapid decisions and perform complex and dangerous tasks in changing and stressful conditions.
- Ability to follow orders, operate under guidance, and work in coordination with other members of a team to accomplish complex and dangerous tasks.
- Ability to function calmly, reliably, and according to training and protocols under conditions of extreme stress, with potential threat to life and health.

13000 - Job Descriptions - Lieutenant. Retrieved 03/2024. Official copy at http://brownsburgfire.policystat.com/policy/15143729/. Copyright © 2024 Brownsburg Fire Territory

- Ability to carry out delegated responsibilities and tasks without continuous supervision.
- Ability to communicate in a calm, respectful manner, and clearly enough for understandable radio communication and face-to-face communications, with or without PPE.
- Ability to distinguish coordinates, utilize maps, and accurately distinguish address and street signs.
- Ability to comprehend written information, and to keep complete and accurate logs or records.

Physical Requirements

- Visual acuity adequate to meet industry standards.
- Hearing acuity adequate to meet industry standards.
- Physical ability to speak clearly enough for understandable radio communications and face-to-face communications while in full PPE.
- Move across rough terrain and over/around obstacles for extended distances in or out of PPE.
- Grasp/carry/twist/turn tools, equipment, hose couplings, hydrant caps, pump fixtures, etc. in or out of PPE.
- Remain stable in precarious positions for extended periods of time in or out of PPE.
- Stand, walk, climb, stoop, bend, twist, squat, crawl in or out of PPE.
- Physical ability to reach above shoulders in or out of PPE.
- Reach below waist in or out of PPE.
- Push, pull and lift heavy individuals, objects, tools, equipment, etc. in or out of PPE.

Working Conditions

- Operate on an irregular schedule including a 24-hour shift schedule or longer with occasional required overtime for training, meetings, or staffing needs.
- Operate in extreme weather conditions including but not limited to heat, humidity, cold, wind, rain, snow, sleet, ice, lightning.
- Operate in environments of loud noise, poor visibility, limited mobility, above ground heights, and in closed or confined spaces.
- Operate in states of mental and physical fatigue from extended periods of work and/or disrupted/deprived sleep.
- Operate in and around hazardous conditions such as but not limited to fire, smoke, electrical hazards, unstable structures, traffic hazards, chemical, biological and radiological hazards.

Supervisory Responsibilities

- Supervise a group of individuals on a daily basis (24-hour shift) with daily paperwork, duties, responses, and proper work ethic.
- The number of personnel could be from 1 person to a large group, depending on the situation. The ideal number for the Lieutenant to supervise is 3-5 personnel.
- Be a positive link in the communications chain between personnel and officers that provides a

13000 - Job Description - Lieutenant. Retrieved 03/2024. Official copy at http://brownsburgfire.policystat.com/policy/15143729/. Copyright © 2024 Brownsburg Fire Territory

positive environment that encourages the input of personnel, understands, explains, and supports the Territory's policies and procedures.

- Thoroughly and accurately relay input and information in both directions of the chain of command.
- Float pool personnel leadership and oversight. *(Specifically for those officers assigned as the shift "float" officer).*
- Entering all trainings into the data base from their respective shifts in which ***they*** instruct. Assuring that trainings administered by other shift personnel are entered by the instructor. *(Specifically for those officers assigned as the shift "float" officer).*
- Working with the training division to correct any deficiencies regarding shift personnel. We want to stress education before enforcement to grow our personnel. *(Specifically for those officers assigned as the shift "float" officer).*

Disclaimers

- This job description is intended to describe the general nature and level of work being performed by employees assigned to this job title.
- This job description is not intended to be construed as an exhaustive list of all responsibilities, duties, skills and behaviors of employees in this job.
- This job description is not an employment agreement or contract.
- The Brownsburg Fire Territory has the exclusive right to alter this job description at any time without notice.
- This job description is intended to describe the essential functions of the position that a qualified individual must be able to perform, either with or without reasonable accommodation.
- Refer to the Employee Handbook for further requirements of Job Descriptions.
- Any active applications for reciprocity will not count toward required licenses or certifications.
- Refer to the Territory's Organizational Chart for details of the Chain of Command.

Approval Signatures

Step Description	Approver	Date
	Larry Alcorn: Fire Chief	Pending

13000 - Job Description Lieutenant. Retrieved 03/2024. Official copy at http://brownsburgfire.policystat.com/policy/15143729/. Copyright © 2024 Brownsburg Fire Territory