



## EXECUTIVE BOARD Regular Meeting

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

MEETING MINUTES  
Tuesday, February 21, 2023  
6:00 P.M.

### Attendees

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

### I. CALL TO ORDER

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

### II. PLEDGE OF ALLEGIANCE

Everyone in attendance recited the Pledge of Allegiance.

### III. MOMENT OF SILENCE

Meeting attendees observed a moment of silence.

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

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

### V. CITIZENS COMMENTS RELATED TO AGENDA ITEMS

None.

### VI. APPROVAL OF PREVIOUS MINUTES FROM PREVIOUS MEETING(S):

Regular Meeting: Tuesday, January 17, 2023

Ms. Delp made a motion to approve the meeting minutes dated Tuesday, January 17, 2023. Mr. Patterson 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. APPROVAL OF EXPENSE REPORT(S):

January 2023 Activity: \$327,468.95

Mr. Patterson made a motion to approve the expense reports for January 2023 activity in the amount of \$327,468.95. 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.

## VIII. EXECUTIVE BOARD ITEMS

### Old Business

- A. Facility Lease Rental Agreement: Lincoln Township, Station #131 Office.

Mr. Tschaenn stated the Brownsburg Town Council had approved sign-off the lease as presented. He noted he would work with Chief Alcorn to get the lease finalized.

### New Business

- A. None.

## IX. FIRE CHIEF ITEMS

### Old Business

- A. None.

### New Business

- A. Monthly Staff Reports
  - 1. January 2023 Activity

Chief Alcorn presented the monthly staff reports for January 2023 activity. There were no questions or comments.

- B. Assets: Request for Bid/Disposal/Transfer

	ITEM	SERIAL NUMBER	VALUE	NOTES	REQUEST
1	2008 Chevy Silverado K2500HD	1GCHK23K18F205499	\$9,500.00	Request to place on Municibid	Sale
2	Office Chairs: Floral Pattern	N/A	\$0	Damaged; qty=2	Disposal
<END OF REPORT>					

Chief Alcorn requested permission to place Item #1 “2008 Chevy Silverado K2500HD” on Municibid for potential sale at a starting price of \$9,500.00. In addition, he requested permission to dispose of Item #2 “Office Chairs: Floral Pattern.” Mr. Patterson made a motion to approval manage the items listed as requested. 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. Policy: 1101-Uniform Allowance (*New*)

Chief Alcorn presented “Policy #1101-Uniform Allowance” – a new policy – for the Board’s consideration. Mr. Patterson made a motion to approve the new policy 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.

**X. ATTORNEY ITEMS**

Ms. Leminger notified the Board that State of Indiana House Bill #1016 “Police and Fire Merit Systems” was passed by the Senate and was strongly expected to also be passed by the House. A Merit Board would replace the current Safety Board and, as such, would require revision of the current Re-Styled Interlocal Agreement (2002). Ms. Delp enquired the difference between a Merit vs. Safety Board. Chief Alcorn stated his opinion that a Merit Board would provide a more flexible and fair process – promoting from within, being one example. Discipline processes would remain the same. Ms. Leminger stated that departments are trending toward Merit Boards. Ms. Delp asked about the potential member make-up. Ms. Leminger stated there would be additional members with the make-up determined by the entity.

Ms. Leminger also requested that training of the Board on meeting procedures be scheduled. She would facilitate and distribute packets. In addition, she noted the importance of such training when the Board is made up of only three members.

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

Chief Alcorn notified the Board that he had been notified that ISO would be on-site September 13, 2023 to being the new Class grading. Mr. Tschaenn asked how long Chief Alcorn thought it might take for the new class rating to be decided. Chief Alcorn stated it was difficult to determine since, for current Class 1 departments, ISO has moved from a single individual to a committee for making the determination. In addition, Chief Alcorn promised the BFT would do all it could to maintain the Class 1 rating; however, some items are out of his hands.

**XII. COMMENTS FROM THE FLOOR**

Mr. Jim Murphy, 10726 North State Road 267 regarding Station #132 – (a) recommends state training for Brownsburg Fire Territory first responders, and (b) submitted a concern over difficulty in obtaining financial records. Subsequent discussion determined miscommunication between the Clerk-Treasurer’s office the Brownsburg Fire Territory. Ms. Delp stated she was unaware of the issue and had only received the financial information that afternoon. Mr. Tschaenn suggested Mr. Murphy work with Ms. Delp and both agreed.



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

Mr. Patterson stated he would be out of town and, therefore, unavailable to attend the scheduled Regular meeting on Tuesday, March 21, 2023. The Board members agreed to reschedule the next meeting, as follows:

**Date and Time:** ~~Tuesday, March 21, 2023~~  
~~6:00 p.m.~~  
 Tuesday, March 14, 2023  
 6:00 p.m.

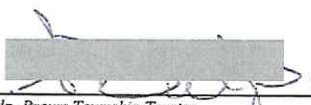
**Location:** Brownsburg Fire Territory Headquarters  
 Classroom A/B  
 470 East Northfield Drive • Brownsburg, Indiana 46112

The Board noted that, if there was no business to conduct, a determination to cancel the meeting would be made at that time. Also, should the meeting be canceled, Ms. Leminger suggested scheduling the Board training for that date and time.


### XIV. ADJOURNMENT

Mr. Patterson made a motion to adjourn. The meeting adjourned at 6:19 p.m.


*Meeting minutes are a summary of actions taken at the Brownsburg Fire Territory Executive Board meeting. Effective August 2020, meetings are live-streamed and archived. Please visit [www.Brownsburg.org](http://www.Brownsburg.org), select "Live Video and Archives" from the Quick Links menu, click on the Boards and Commission tab, and scroll to your desired meeting date. Questions may be directed to Fire Chief Larry C. Alcorn at [lalcorn@BrownsburgFire.org](mailto:lalcorn@BrownsburgFire.org) or via mail to 470 East Northfield Drive, Brownsburg, IN 46112*

  
 \_\_\_\_\_  
 Angela Delp, Brown Township Trustee


3/14/2023  
 Date

  
 \_\_\_\_\_  
 Steve Patterson, Lincoln Township Trustee

Mar. 14, 2023  
 Date

  
 \_\_\_\_\_  
 Travis Tschaenn, Town of Brownsburg Representative (Chairman)

3/14/23  
 Date

Attest:   
 \_\_\_\_\_  
 Tina Betuker, Recording Secretary

3/14/23  
 Date