



## **EXECUTIVE BOARD Regular Meeting**

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

**MEETING MINUTES**  
Tuesday, April 11, 2023  
6:00 P.M.

### **Attendees**

Travis Tschaenn, Town of Brownsburg Representative (Chairman)  
Angela Delp, Brown Township Trustee  
Steve Patterson, Lincoln Township Trustee  
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. ROLLCALL TO DETERMINE QUORUM BY PRESIDING OFFICER**

Rollcall 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, March 14, 2023

Ms. Delp made a motion to approve the meeting minutes dated Tuesday, March 14, 2023 as presented. 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):

As financial data was not available in time for the meeting, this item was moved by unanimous consensus to the May 2023 meeting.

## VIII. EXECUTIVE BOARD ITEMS

### Old Business

A. None.

### New Business

A. None.

## IX. FIRE CHIEF ITEMS

### Old Business

A. None.

### New Business

- A. Monthly Staff Reports
1. March 2023 Activity

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



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

|                 | ITEM                | SERIAL NUMBER | VALUE | NOTES   | REQUEST  |
|-----------------|---------------------|---------------|-------|---|----------|
| 1               | Panasonic Toughbook | 4CTSA75771    | \$0   | E133 MDT recent storm system water damage; inoperable | Disposal |
| <END OF REPORT> |                     |               |       |   |          |

Chief Alcorn requested permission to dispose Item #1 “Panasonic Toughbook” as it was damaged and inoperable. The Board granted disposal approval by unanimous consensus.

## C. Job Description #13005: EMT-Basic

Chief Alcorn requested approval of new job description “#13005: EMT-Basic” which allows the BFT to place Emergency Medical Technicians (EMTs) in position on an ambulance. This is intended as a resort of last measure and prompted by a national shortage of Civilian Paramedics. Mr. Patterson made a motion to approve job description #13005: EMT-Basic. 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.

## D. Station #131 Renovations

Chief Alcorn stated that funds approved under the 2022 budget for Fire Station #131 renovations were re-assigned to cover an emergency septic issue at Fire Station #132. He requested approval to obtain new bids for the Fire Station #131 project. Chief Alcorn noted that if a bid is approved by the Board, it would be necessary to request an appropriation of funds. The Board approved to allow Chief Alcorn to obtain bids on the project by unanimous consensus.

## X. ATTORNEY ITEMS

Ms. Leminger updated the Board regarding House Bill #1016 “Police and Fire Merit Systems,” specifically, that in early April 2023, the Senate returned the bill the House with amendments which were rejected. Ms. Leminger stated she would notify the Board of future updates.

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

None.

## XII. COMMENTS FROM THE FLOOR

None.



# Brownsburg Fire Territory

*Vigilantly Serving Our Community*

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

The Board members confirmed the next meeting, as published:

**Date and Time:** Tuesday, May 16, 2023  
6:00 p.m.

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


## XIV. ADJOURNMENT

Mr. Patterson made a motion to adjourn. The meeting adjourned at 6:06 p.m.

*Meeting minutes are a summary of actions taken at the Brownsburg Fire Territory Executive Board meeting.*

*Please visit [www.Brownsburg.org](http://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](mailto:lalcorn@BrownsburgFire.org) or via mail to 470 East Northfield Drive, Brownsburg, IN 46112*

  
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Angela Delp, Brown Township Trustee

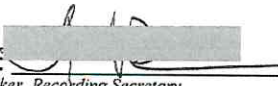
5-16-23  
Date

  
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Steve Patterson, Lincoln Township Trustee

5-16-23  
Date

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

5/16/23  
Date

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

5/16/2023  
Date