

**LaPorte City Fire Department Merit Commission
Meeting Minutes
March 6, 2019**

Present:

Commission Members Darrell Crites, Dr. James Edwards, Edward Gondeck, Jessica Romine, and Gary Travis. Chief Andrew Snyder

Call to Order: The meeting was called to order at 6:33 p.m. by President, Dr. Edwards. The prior meeting minutes were read out loud by secretary, Ms. Romine. The minutes were approved by a unanimous vote.

Old Business:

Attorney, Nick Otis, has provided us with a draft of the amended bylaws. The only additional changes are to include language for the extra points given to applicants for specific types of education or experience.

Dr. Edwards contacted Professor Sarah Smith, PNW. Professor Smith will write a letter to provide us with confirmation for the testing dates and times.

Mr. Gondeck made a motion to add 2 additional testing dates to the schedule, May 13 and 14.

Mr. Travis seconded the motion and it passed unanimously. There will be 4 days of testing.

Mr. Crites provided the Commission with a sample of 20 questions that could be used for the interview process. The questions are written specifically for firefighters.

New Business:

Chief Snyder informed the Commission that Requests For Proposal (RF's) had been sent out to contractors. The RFP's have a due date of March 28, 2109. After the contractors are awarded the bids the construction will likely begin in June or July of 2019. The plan is to have the new building completed within 10 months from the groundbreaking date.

Once the move to the new station is complete the old fire station on Boyd Blvd will be sold. All proceeds will be deposited into the General Fund and those monies will be used as directed by the Council.

Station #3 will be getting a new fire truck in approximately 6-8 weeks. Chief Snyder and two other firefighters were able to spend a few days at the manufacturers site for review.

Chief Snyder has been contacted by the Clerk Treasurer's office. A request was made for the Commission to remit timely meeting minutes. Ms. Romine will start to send all meeting minutes via email. In addition, she will send copies of all the minutes from past meetings of 2018 and 2019. Chief Snyder will send the 2016 and 2017 meeting minutes, which were done by the previous Commission secretaries.

Adjournment: The meeting was adjourned at 6:48 p.m.

The next meeting is April 3, 2019

Respectfully submitted,

Jessica N. Romine, Secretary