



CITY OF NEW HAVEN

910 Hartzell Road
New Haven, IN 46774

AGENDA **Fire/EMS Territory Agenda** **May 14, 2026, at 3:00 PM**

I. CALL TO ORDER

- A. Welcome - please silence cell phones and other electronic devices.
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of Minutes from the previous meeting
- E. Pay Claims and Register

II. UNFINISHED BUSINESS

III. NEW BUSINESS

- A. EMS Management & Consultants Invoice #: TAG-005483 in the amount of \$14,905.11.
- B. Carson LLP Invoice #: 246268 in the amount of \$12,369.60.
- C. Career Employee Pay Increase
- D. Career Employee Pay Increase
- E. Part-Time Employee Pay Increase
- F. East Central Fire & EMS Subscription Extension (6 Months)
- G. Discussion on Allen County Fire & EMS District

IV. ADJOURNMENT

STATION 1 – 420 BROADWAY ST | NEW HAVEN
 STATION 2 – 4625 E PAULDING RD | ADAMS TOWNSHIP
 STATION 3 – 910 HARTZELL RD | NEW HAVEN
 STATION 4 – 22731 MAIN ST | WOODBURN
 STATION 5 – 17022 WOODBURN RD | MILAN TOWNSHIP

MEMBER	APPOINTED BY	TERM
Chad Bauer-Member	Adams Township Board	01/01/24-12/21/2026
Steve Ottenweller-Secretary	Jefferson Township Board	01/01/24-12/21/2026
Jeff Abbott-Member	Maumee Township Board	01/01/24-12/21/2026
Mark Bradtmueller-Vice President	Milan Township Board	01/01/24-12/21/2026
Bob Byrd-President	Mayor	01/01/24-12/21/2026
Mark Smith-Member	East Central Board	01/01/24-12/21/2026
John Graber-Member	City of Woodburn	01/01/24-12/21/2026

Meetings are archived and can be viewed live at <https://newhavenin.portal.civicclerk.com/>.

EMS Management & Consultants

PAGE 1
 INVOICE #: TAG-005483
 DATE: 03/31/2026

Invoice Questions: (800)948-7991
 Or email: finance-AR@emsmc.com

BILL TO: East Central Fire and EMS Protection Territory IN
 910 Hartzell Road
 New Haven, IN 46774

PAYMENT TERMS	DUE DATE	CUSTOMER ID	PURCHASE ORDER NO.
Net 45	05/15/2026	C-1617	

ITEM #	DESCRIPTION	RECEIPTS	RATE	AMOUNT
MANAGEMENT SERVICES	Billing Service Fee (EMS)	199,712.52	0.0752	\$15,018.38
MANAGEMENT SERVICES	Billing Service Fee (EMS) - New Haven	514.00	0.0752	\$38.65
COLLECTION AGENCY ADJUSTMENT	Collection Agency Adjustment	-2,020.25	0.0752	\$-151.92
Subtotal				\$14,905.11
Payments/Credits				\$0.00
Total				\$14,905.11

Billing Period: 03/01/2026 - 03/31/2026

Thank you for your continued business. We appreciate it very much
 Please reference your Customer Number on your check.

Please remit payment to:
 EMS Management & Consultants, Inc.
 2540 Empire Drive Ste. 300
 Winston-Salem, NC 27103



301 W. Jefferson Blvd, Suite 200
 Fort Wayne, IN 46802
 Phone: (260) 423-9411 | www.CarsonLLP.com
 Federal ID #: 35-0893023

East Central Fire & EMS Protection Territory

April 08, 2026
 Client: 030743
 Matter: 000000
 Invoice #: 246268
 Resp. Atty: CCD
 Page: 1

RE: General Business

For Professional Services Rendered Through March 31, 2026

Invoice Due Date 4/29/2026

Total Services	\$12,210.00
Total Costs	\$159.60
Total Current Charges	\$12,369.60
Previous Balance	\$3,831.00
<i>Less Payments</i>	<i>(\$3,831.00)</i>
PAY THIS AMOUNT	\$12,369.60

Remittance Advice

Payment is due within 21 days of the invoice date. A finance charge of 1% monthly may apply if payment is not received timely.

Check Payable To:
 Carson LLP
 Attn.: Accounts Receivable
 301 W. Jefferson Blvd, Suite 200
 Fort Wayne, IN 46802

Invoice 246268

Credit Card:
 We accept VISA, MasterCard, Discover and American Express.
 Beginning 1/1/26 there will be a 3% processing fee charged for all credit card payments.
 To pay you invoice online via Credit Card or ACH, please [click here](#).

Wire Transfer:
 For Wire information, please call (260)328-2149

Beneficiary: Carson LLP
 301 W. Jefferson Blvd, Suite 200
 Fort Wayne, IN 46802

Receiving Bank: First Federal Savings Bank of Huntington
 648 North Jefferson Street
 Huntington, IN 46750
 (260) 356-3311

To ensure proper credit, please return this remittance page with your payment or reference your invoice number on check. Thank you.



301 W. Jefferson Blvd, Suite 200
 Fort Wayne, IN 46802
 Phone: (260) 423-9411 | www.CarsonLLP.com
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East Central Fire & EMS Protection Territory

April 08, 2026
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RE: General Business

For Professional Services Rendered Through March 31, 2026

SERVICES

Date	Prof.	Description of Services	Hours	Rate	Amount
03/02/2026	CLN	Prepare for and attend hearing for interlocal agreement.	1.2	\$350.00	\$420.00
03/02/2026	AKL	Prepare for and attend public hearing #2.	0.5	\$275.00	\$137.50
03/06/2026	CLN	Prepare for and meeting on interlocal. Continue work on adopting ordinances and resolutions. Continue work on unification ordinance.	0.6	\$350.00	\$210.00
03/06/2026	AKL	Prepare Unification Ordinance, Name Change Ordinance, Ordinances and Resolutions to withdraw from Territory, Ordinance and Resolution to Transfer Money, Statement of Cash, and Inventory of Assets and Identification of Real Estate.	1.7	\$275.00	\$467.50
03/09/2026	CLN	Continue work on unification ordinance and attend to various matters in preparation for hearing, review and discussions and correspondence on HB 1210 and matters concerning same. Finalize preparation for an attend final interlocal hearing.	1.3	\$350.00	\$455.00
03/09/2026	AKL	Finalize all Exhibits to Interlocal Agreement; prepare for and attend final public hearing re expansion of Territory.	1.6	\$275.00	\$440.00
03/10/2026	CLN	Continue work on finalizing interlocal following hearings.	0.4	\$350.00	\$140.00
03/11/2026	CLN	Correspondence with Baker Tilley regarding financial research. Continue work on interlocal agreement revisions various exhibits.	0.4	\$350.00	\$140.00

SERVICES

Date	Prof.	Description of Services	Hours	Rate	Amount
03/11/2026	AKL	Discuss ordinances and resolutions re expansion of Territory and finalization of all documents with partner; prepare document with list and contact info for each Chief and Board President for the Fire Districts and Territory; correspondences with Paige from Baker Tilly.	0.8	\$275.00	\$220.00
03/11/2026	HYB	Research and analyze applicable statutes and local ordinances governing the adoption of an interlocal agreement by political subdivisions, such as the District; specifically, whether a second reading is required of an ordinance or resolution introduced to adopt such an interlocal agreement. Subsequently, prepare a corresponding detailed memorandum.	3.0	\$275.00	\$825.00
03/12/2026	CLN	Mark up form of adopting resolution. Follow up on ordinance adoption. Begin final review of adopting resolutions and instructions on same.	0.3	\$350.00	\$105.00
03/12/2026	CLN	Prepare for and attend monthly meeting of East Central.	1.7	\$350.00	\$595.00
03/12/2026	AKL	Attempt to find Southwest's creation ordinance for Interlocal Agreement and Resolutions, including email to Larry Owen; discuss finalization of all documents with partner; begin reviewing Interlocal Agreement in its entirety for any final edits before circulation.	0.8	\$275.00	\$220.00
03/12/2026	HYB	Research and analyze applicable statutes governing the adoption of an interlocal agreement by municipalities; specifically, whether multiple readings are required of an ordinance introduced to adopt such an interlocal agreement and whether such multiple reading requirements can be waived. In doing so, review the City of New Haven's Code of Ordinances and the City of Woodburn's Code of Ordinances.	1.2	\$275.00	\$330.00
03/13/2026	CLN	Finalize with associate all documents regarding initial adoption and withdrawal from interlocal and territory.	1.0	\$350.00	\$350.00

SERVICES

Date	Prof.	Description of Services	Hours	Rate	Amount
03/13/2026	AKL	Continue reviewing Interlocal Agreement in its entirety for any final edits before circulation; finalize Resolutions and Ordinances for expansion of Territory; create file with all finalized Exhibits into one document; prepare email to send to each Fire District and members of the Territory enclosing the Interlocal Agreement and Resolutions/Ordinances; discuss the finalized packages with partner; send final packet correspondence with Interlocal Agreement and Resolutions/Ordinances for each of the Fire Districts and each member of the Territory.	2.2	\$275.00	\$605.00
03/13/2026	HYB	Research and analyze applicable statutes and local ordinances governing the adoption of an interlocal agreement by Townships and Cities; specifically, proper manner of execution and attestation, and discuss with Partner Chris Nusbaum.	1.0	\$275.00	\$275.00
03/16/2026	CLN	Continue work on coordinating various meetings and discussions with participating units on adopting interlocal. Prepare for and attend public meeting in Monroeville.	1.4	\$350.00	\$490.00
03/17/2026	CLN	Plan and discussion with associates on upcoming meetings. Prepare for and call with Trustee regarding Interlocal questions. Review and discussion on various interlocal matters surrounding execution and recording of same.	0.9	\$350.00	\$315.00
03/17/2026	AKL	Teleconference and correspondences with Recorder's Office re recording of Interlocal Agreement; discussions with partner and teleconferences with various members of the fire districts to ensure everything is set to run smoothly for upcoming public meetings; conduct research re recording requirements to meet Indiana law re April 1 deadline; make final review of all documents and create folders for each signing entity re adopting of Interlocal Agreement; correspondences with Doug Call re confirmation that all final packets were sent to all participating units of Territory of Interlocal Agreement.	1.5	\$275.00	\$412.50

SERVICES

Date	Prof.	Description of Services	Hours	Rate	Amount
03/17/2026	HYB	Initial preparation of a Form Special Meeting Notice to be used/completed by all townships to consider and approve a Resolution to adopt the Interlocal Cooperation Agreement, and research the applicable Indiana statutes to confirm that the full board and appointing authorities and terms of said board do not also need to be included on said Special Meeting Notices. Send email correspondence to Bob Byrd and Doug Call (Chris and Amanda are CC'd), containing the Special Meeting Notice Form to be circulated to townships for use/completion prior to their meetings to adopt the Interlocal Cooperation Agreement.	1.0	\$275.00	\$275.00
03/18/2026	AKL	Correspondences with Allen County Recorder re recording of Interlocal Agreement.	0.1	\$275.00	\$27.50
03/19/2026	CLN	Continue work and coordination on interlocal coordination and execution. Various correspondence and calls on same.	0.4	\$350.00	\$140.00
03/19/2026	AKL	Correspondences with Angela Hamrick re notice and meeting for New Haven; review notice and add meeting to calendars.	0.3	\$275.00	\$82.50
03/20/2026	CLN	Extensive calls, correspondence, and coordinations on documents and scheduling for special and regular meetings of the City Of Woodburn, Indiana; City Of New Haven, Indiana; Maumee Township, Indiana; Milan Township, Indiana; Jefferson Township, Indiana; Adams Township, Indiana; Northeast Allen County Fire Protection District; Northwest Allen County Fire Protection District; West Central Allen County Fire Protection District, and Southwest Allen County Fire Protection District, all to confirm and complete resolutions and ordinances authorizing adoptions of proposed interlocal agreement.	1.6	\$350.00	\$560.00
03/23/2026	CLN	Prepare for and attend informational session at Hoagland Fire.	0.8	\$350.00	\$280.00
03/24/2026	CLN	Various correspondence and discussion on interlocal questions and procedures.	0.5	\$350.00	\$175.00
03/24/2026	AKL	Correspondences from Angela re documents to sign at public meeting and agenda for meeting.	0.4	\$275.00	\$110.00
03/25/2026	CLN	Correspondence from attorney for New Haven and follow up with information regarding same, prepare for and attend adoption hearings, strategize and discussion on same with District/Territory Staff.	0.6	\$350.00	\$210.00

SERVICES

Date	Prof.	Description of Services	Hours	Rate	Amount
03/25/2026	AKL	Prepare for and attend public meetings for the City of New Haven and Jefferson Township re adoption of Interlocal Agreement; correspondence from Maxwell Adams re Interlocal Agreement; correspondences with Angela Hamrick re signed documents for Interlocal; save to file.	4.6	\$275.00	\$1,265.00
03/26/2026	CLN	Prepare for and attend adoption hearings, strategize and discussion on same with District/Territory Staff.	1.2	\$350.00	\$420.00
03/26/2026	AKL	Prepare for and attend public meeting for City of Woodburn and Maumee Township; receive signed copies of Interlocal signature page and Ordinance from City of New Haven; save all documents to file; Correspondences with Kim Yoh from Jefferson Township re signed Interlocal page and Resolution.	2.1	\$275.00	\$577.50
03/27/2026	AKL	Teleconference with Chris Childers re insurance coverage of unified district; review correspondences re formal name of unified district; prepare for and attend public meeting re Adams Township expansion of Territory and signing of Interlocal Agreement.	2.2	\$275.00	\$605.00
03/31/2026	AKL	Finalize Interlocal Agreement and Resolutions/Ordinances re Expansion of Territory; save all signature pages to file; take Interlocal Agreement to Recorder's Office; drive to Cedar Creek Township Trustee's office to obtain original Resolution to Withdraw from Northeast Allen County Fire Protection District; return to Recorder's Office.	1.2	\$275.00	\$330.00
Total Professional Services					\$12,210.00

PROFESSIONAL RECAP

Professional	Hours	Rate	Amount
CLN Christopher L. Nusbaum	14.3	\$350.00	\$5,005.00
HYB Haley Y. Brooks	6.2	\$275.00	\$1,705.00
AKL Amanda K. Landis	20.0	\$275.00	\$5,500.00

COSTS

Date	Description of Costs	Amount
03/25/2026	Amanda K. Landis- Mileage- Mileage to and from public meetings for City of New Haven and Jefferson Township (74 @ \$0.70)	\$51.80
03/26/2026	Amanda K. Landis- Mileage- Mileage to public meetings for City of Woodburn, Maumee Township, West Central Fire District, and Southwest Fire District (154 @ \$0.70)	\$107.80
	Total Costs	\$159.60
	Total Services	\$12,210.00
	Total Costs	\$159.60
	Total Current Charges	\$12,369.60
	Previous Balance	\$3,831.00
	<i>Less Payments</i>	<i>(\$3,831.00)</i>
	PAY THIS AMOUNT	\$12,369.60

EAST CENTRAL

FIRE AND EMS PROTECTION TERRITORY

STATION 1 - 420 BROADWAY ST | NEW HAVEN

STATION 2 - 4625 E PAULDING RD | ADAMS TOWNSHIP

STATION 3 - 910 HARTZELL RD | NEW HAVEN

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March 13, 2025

Territory Board Members

RE: Removing from Probationary Lieutenant Status

Michael Schmidt - Has completed his 1 year Probationary Lieutenant Status, requesting his hourly rate be increased to \$23.68 per hour, Biweekly \$2651.76 as Lieutenant/Basic EMT, with the effective date of March 30, 2026.

Sincerely,

A handwritten signature in black ink, appearing to read 'Doug Call', written in a cursive style.

Doug Call
Chief of Fire & EMS

**EAST CENTRAL
FIRE AND EMS PROTECTION TERRITORY**

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May 14, 2026

Territory Board Members,

Kyle Wegman- Has complete training to become an FF/Advanced EMT. I am requesting his hourly rate be increased to \$22.36 an hour, Bi-weekly rate \$2504.79. Wegman will remain in FF/Advanced EMT status for one year.

Effective Date: 5/24/26

Sincerely,

A handwritten signature in black ink, appearing to read 'Doug Call', written in a cursive style.

Doug Call- Chief of Fire & EMS

**EAST CENTRAL
FIRE AND EMS PROTECTION TERRITORY**

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May 14, 2026

Territory Board Members

RE: Part-Time Raise

Felicia Haddix-Has completed her Paramedic Training/Certification, requesting her hourly rate be increased to \$23.00 per hour as a part-time Paramedic only, with the effective date of May 14, 2026.

Sincerely,

Doug Call
Chief of Fire & EMS

EAST CENTRAL

FIRE AND EMS PROTECTION TERRITORY

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5/14/2026

Territory Board Members

The East Central Fire & EMS Ambulance Coverage subscription is set to expire on June 30, 2026. The Fire Chief is requesting an additional six months of coverage to extend the current membership. This extension is needed due to the district merger scheduled for January 2027, at which time a new ambulance coverage subscription for the newly formed district is expected to be in place.

Sincerely,

A handwritten signature in black ink, appearing to read "Doug Call". The signature is fluid and cursive, with a large initial "D" and "C".

Doug Call
Chief of Fire & EMS

EAST CENTRAL

FIRE AND EMS PROTECTION TERRITORY

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June 1, 2026

Dear EMS Subscription Members,

We would like to share an important update regarding ambulance subscription coverage for residents served by East Central Fire & EMS.

The Allen County Fire District is scheduled to begin operations in **January 2027**, and East Central Fire & EMS will be one of the agencies included in this new district. As part of this transition, a new ambulance subscription program will be established for the Allen County Fire District, with enrollment planned to begin **December 1, 2027**.

Currently, the East Central Fire & EMS Protection Territory's EMS Subscription runs from **July 1, 2025, through June 30, 2026**. Without action, this would result in a six-month gap in subscription coverage prior to the start of the new district program.

To ensure uninterrupted coverage for our members, the East Central Fire & EMS Protection Territory Board has approved an extension of all current EMS subscriptions for an additional six months. This extension will provide ambulance coverage from **July 1, 2026, through December 31, 2026**, at no additional cost to current members.

This decision was made to protect our residents during the transition period and to maintain continuity of emergency medical services until the new district subscription becomes active.

We appreciate your continued support and trust in East Central Fire & EMS. Additional information regarding the Allen County Fire District ambulance subscription will be shared as it becomes available.

Sincerely,

East Central Fire & EMS Protection Territory Board