

## MINUTES

### REGULAR MEETING OF VERDE VALLEY FIRE DISTRICT BOARD OF DIRECTORS, HELD FEBRUARY 23, 2016, AT FIRE STATION 32, 1120 SOUTH PAGESPRINGS RD, COTTONWOOD, AZ.

**MEETING CALLED TO ORDER:** 10:00 AM

**PRESENT:**

Bob Eddingfield  
Ken Bishop  
Don Eberle  
Thomas Rhodes  
Linda Quam

**STAFF:**

Fire Chief Hazime  
Lisa Elliott

*Board Members and Audience Members recited the Pledge of Allegiance and took a Moment of Silence for the 8 Fire Fighters that have lost their lives in the line of duty this month.*

**APPROVAL OF AGENDA:** **Motion** was made by Bob Eddingfield to approve the agenda as presented. Second was made by Don Eberle. **Motion** carried unanimously.

**APPROVAL OF MINUTES:**

**Motion** was made by Linda Quam to waive the reading of and to approve the minutes of the Regular Meeting held on January 26, 2016. Second was made by Bob Eddingfield. **Motion** carried with Thomas Rhodes abstaining because he was absent.

**SCHEDULED PUBLIC APPEARANCES:** NONE

**UNSCHEDULED PUBLIC APPEARANCES:** NONE

**CALL TO PUBLIC:** NONE

**FINANCIAL REPORTS:**

Chief Hazime reviewed the Financial Reports. **Motion** was made by Bob Eddingfield to accept the Financial Reports as presented. Second was made by Don Eberle. **Motion** carried unanimously.

**CHIEF REPORT:**

- Incidents  
Crews responded to a horse trailer incident on Cornville Road. Crews had to extricate the horse from the trailer by cutting the side of the trailer. The horse is expected to be ok.  
Crews responded to a fire on Hidden View Rd. A small fire had started in a crawl space from a heat lamp the home owners were using for their animals.
- Public Relations  
VVFD will be working with the American Red Cross to purchase smoke detectors.  
Pancake Breakfast and Open House Event with SVVFC and KC's Family Tae Kwon Do was held, Saturday, February 20<sup>th</sup> and raised over \$1,000.00 for the Emergency Relief Fund.  
There was a photo shoot at Wal-Mart for our car seat program.
- Legislative  
Chief Hazime and other Fire Chief's from around the state, went to the Capital - House of Representatives to support HB 2197 (Fire District Assistance Tax) (FDAT). John Flynn along with three Chiefs spoke on behalf of all Fire Districts. The House passed the recommendation. Now it goes to the Rules Committee, then to the Floor for a vote, then to the Senate. This is a long process but it is starting on a positive note. Bob Thorpe from District 6 is a big supporter of the Fire Districts.
- Chief Hazime reviewed the CIP Report and the Run Call Volume Report.

**CURRENT EVENTS:** NONE

**DISCUSSION AND POSSIBLE ACTION:**

**Resolution 2016-01 – Annexation Request-** On January 28, 2016, Kay and Corrine Long submitted a letter requesting annexation into the Fire District. Their property, located at 1080 E Diamondback Drive, Cottonwood, Parcel 406-15-459B, borders the District’s boundaries and is eligible for annexation. **Motion** was made by Don Eberle to adopt Resolution 2016-01 Amendment of the Verde Valley Fire District’s Boundaries. Second was made by Linda Quam. **Motion** carried unanimously.

**Fire Protection Service Agreement-** The District currently has one (1) homeowner (Parcel 406-17-001Q) that would like to enter into a Fire Protection Service Agreement with the District for the remainder of the 2015-2016 Fiscal Year. Chief Hazime suggested tabling this item because the property falls under VVAC’s CON. VVAC would have the option of continuing to handle EMS calls to the property or allowing VVFD to cover this property. Don Eberle abstained from any discussion or voting on this matter because of conflict of interest. **Motion** was made by Thomas Rhodes to table this item until the next regularly scheduled meeting. Second was made by Bob Eddingfield. **Motion** carried.

**Budget Tutorial Presentation-** Chief Hazime presented a review of the budget development process and the budget document through a Power Point Presentation. Don Eberle and Linda Quam volunteered to be on the Budget Committee.

**Shared Services Meeting-** Chief Hazime attended the Shared Services Meeting where the discussion included these topics; CIP, Facility & Maintenance, Training/Officer, Fleet and Maintenance, Staffing, Shared Purchases, Regional Grants, and Administrative Duties. Each agency was directed to visit the business with whom handles their Fleet and Maintenance to see if they could handle more work from all the agencies. The Greater Verde Valley Emergency Services Sub-Committee’s (Shared Services Committee) next meeting has been tentatively scheduled for April 14, 2016.

**Clarkdale Fire District Consolidation-** Staff has been meeting with representatives from Clarkdale Fire District in an effort to gather the information needed for the potential consolidation. On February 18, 2016, the Clarkdale Fire District Board of Directors adopted Resolution 2016-01 requesting that a consolidation with VVFD be considered. In this resolution, the Clarkdale Fire District Board listed a number of concerns that they would like addressed/considered regarding a possible consolidation. Board members were able to review a preliminary estimate of a combined budget for FY2016-2017, and a DRAFT publication of information, that would be sent to all taxpayers in both Districts should the Boards adopt resolutions to move forward with the consolidation studies and public hearings, and a copy of Clarkdale Fire District’s Resolution 2016-01 containing the list of items to address/consider.

Linda Quam asked about the Carryover Funds line item. Finance Manager, Lisa Elliott explained this number is just a “projection” until the end of the fiscal year to see what is actually left over.

Don Eberle expressed his concern regarding not budgeting for an Assistant Chief position in the combined consolidation budget for FY 16/17. Chief Hazime explained that he sees the need for a Fire Marshal, but feels comfortable with the way things are being handled now without filling the empty Assistant Chief’s position. Don Eberle stressed that he firmly feels the need to fill the Assistant Chief position to cover administrative duties when the Fire Chief is not available.

Linda Quam questioned what the Board's response would be to the concern listed on Clarkdale Fire District Board of Directors adopted Resolution 2016-01 regarding how the Clarkdale's Administrative Personnel would fit into our organization. Chief Hazime explained these positions are still being researched.

Thomas Rhodes inquired about the concern listed on the above referenced resolution regarding not having a MOU. Mr. Rhodes stated that although VVFD does not currently have an adopted MOU, as a board, they had agreed to have one.

**Resolution 2016-02 Considering Consolidation with Clarkdale Fire District-** On February 18, 2016, Verde Valley Fire District received notice from Clarkdale Fire District via Resolution 2016-01 requesting consideration of consolidation of Clarkdale Fire District with Verde Valley Fire District. Pursuant to ARS 48-822.C.2, "On receipt of the resolution requesting consolidation, and on approval by majority vote of the governing body receiving the request, two or more fire districts may consolidate if the governing body of each affected fire district by a majority vote of the members of each governing body adopts a resolution declaring that a consolidation be considered and a public hearing be held to determine if a consolidation would be in the best interest of the districts and would promote the public health, comfort, convenience, necessity or welfare."

Resolution 2016-02 approves the consideration of the consolidation request from Clarkdale Fire District and directs that public hearings be held to determine if a consolidation would be in the best interests of the Districts and would promote public health, comfort, convenience, necessity or welfare. **Motion** was made by Bob Eddingfield to adopt Resolution 2016-02 declaring that a consolidation with Clarkdale Fire District be considered and a public hearing be held to determine if a consolidation would be in the best interest of the Districts and would promote the public health, comfort, convenience, necessity or welfare. Second was made by Thomas Rhodes. Don Eberle would like to add the verbiage "and a feasibility study be completed". Bob Eddingfield agreed to amend the motion. The amended **Motion** was made by Bob Eddingfield to adopt Resolution 2016-02 declaring that a consolidation with Clarkdale Fire District be considered and a feasibility study be completed and a public hearing be held to determine if a consolidation would be in the best interest of the Districts and would promote the public health, comfort, convenience, necessity or welfare. Second was made by Thomas Rhodes. **Motion** carried unanimously.

**Communications Site Lease Agreement-** With the closure of the Sedona Communications Center, the Sedona Fire District proposed to allow Verde Valley Fire District to keep their microwave equipment on Sedona Fire District's towers on Mingus Mountain at the cost of \$12,000 annually. To reduce this cost, Staff identified the property owned by the Jerome Historical Society located at 110 Main Street, Jerome, AZ as a suitable alternative to the towers on Mingus Mountain. Jerome Historical Society has agreed to allow Verde Valley Fire District to install the needed microwave equipment and allow access to District personnel (or contractors) to maintain said equipment. The Communications Site Lease Agreement details the terms of the agreement and provides for an annual cost of \$1,800 (\$150 per month), a savings of \$10,200 to the District. **Motion** was made by Thomas Rhodes to approve the Communications Site Lease Agreement with Jerome Historical Society. Second was made by Don Eberle. **Motion** carried unanimously.

**Motion** was made by Linda Quam to adjourn. Second was made by Don Eberle. **Motion** carried unanimously.

**ADJOURNMENT: 11:17 AM**

**BOARD CLERK:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

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