

## MINUTES

### REGULAR MEETING OF VERDE VALLEY FIRE DISTRICT BOARD OF DIRECTORS, HELD APRIL 23, 2013, AT FIRE STATION 32, 1120 SOUTH PAGE SPRINGS ROAD, CORNVILLE, AZ.

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

**PRESENT:**

Bob Eddingfield (10:04)  
Ken Bishop  
Matt Robertson  
Thomas Rhodes  
Henry Martin

**STAFF:**

Fire Chief Hazime  
Debbie Spingola

**APPROVAL OF AGENDA:** **Motion** was made by Henry Martin to approve the agenda as presented. Second was made by Thomas Rhodes. Matt Robertson would like to move Items C, D, E, & F ahead of Item A and B because of prior engagements which could mean he would have to leave early. Henry Martin amended his Motion to reflect the changes. Second was made by Thomas Rhodes. **Motion** carried unanimously.

**APPROVAL OF MINUTES:** **Motion** was made by Henry Martin to waive the reading of and to approve the minutes of the Regular Meeting held on March 26, 2013 and the minutes of the Special Meeting held on April 11, 2013. Second was made by Matt Robertson. **Motion** carried unanimously with the exception of Thomas Rhodes abstaining from voting on, the Regular Board Meeting of March 26, 2013 because of his absence.

**SCHEDULED PUBLIC APPEARANCES:**

**6A. Pinning of Newly Promoted Captain, Dustin Chambliss-** Chief Hazime presented Verde Valley Fire District newly promoted Captain-Dustin Chambliss and gave a brief background on Captain Chambliss. Jennifer Chambliss, his wife, did the badge pinning. Captain Chambliss expressed his gratitude.

**UNSCHEDULED PUBLIC APPEARANCES:** NONE

**CALL TO PUBLIC:** NONE

**REPORTS:**

VVFD fire equipment and apparatus recently assisted with two fires within the Camp Verde Fire District. Chief Hazime participated in a Pack Test with C Shift. Chief Hazime explained the Pack Test is part of a Red Card Refresher Test, and Red Cards are used for Wildland Deployment. Chief Hazime earned his Red Card previously and keeps it renewed each year.

VVFD apparatus and personnel honored the Veteran's Wall Parade as it came into town by standing street side and saluting its participants as they drove by.

Captain Testing and Assessment is complete. AC Doerksen was helpful when putting this together. AC Doerksen is participating in Sedona's testing this week.

VVFD is waiting for one more Wildland payment for last year's wild fire season. It will be the last one to come in.

FM Flummer coordinated a tour/meet and greet at Rusty's Morning Star Ranch. While touring hazards were identified. A drill is scheduled for a future date. FM Flummer gave an overview on how the ranch works. Incident Call Volume shows calls went up a little in March.

A couple of staff members put together a list of quotes for tires/batteries from local businesses. This will make sure we are getting the best price and service for our apparatus. Reece's Tire and Tire Pro gave us the same prices so we will use both businesses for our service.

**CURRENT EVENTS: NONE**

**DISCUSSION AND POSSIBLE ACTION:**

**C. Possible Adoption of Preliminary Budget for FY 2013-2014-** Chief Hazime explained the budget was presented for the board to review. Once approved VVFD will follow the 20 day process to publish it. Board Members discussed Account 4025 Rental Revenue Station 33, Account 4060 Other Revenue-General Fund, Account 5045 Overtime, Account 5040 Support/Reserves, Account 5440 Elections and Account 5900 Communications. Administrative Manager, Debbie Spingola answered questions and provided clarification.

**Motion** was made by Matt Robertson to approve the Preliminary Budget for FY 2013-2014 as presented in the amount of \$6,180,676.00 with a mil rate of \$3.2368, setting in place the (20) thirty day review period for public comment and set the hearing date of May 28, 2013 at 10 a.m. Second was made by Ken Bishop.

**Motion** carried unanimously

**D. C311 2007 GMC Yukon XL for Possible Replacement-** Chief Hazime went over the information on the new vehicle and explained the new numbers are a little different than he expected and apologized for the miscommunication at the prior meeting.

**Motion** was made by Bob Eddingfield to authorize Chief to proceed with the purchase of the 2013 Dodge 1500, to replace the 2007 Yukon. Second was made by Matt Robertson. Thomas Rhodes stated the price should be included in the motion. Bob Eddingfield amended the motion to state the price of the vehicle of \$37,606.90 including taxes. Second was made by Matt Robertson. **Motion** carried unanimously.

**E. Policy Change Adoption-** Bob Eddingfield asked if this policy went to Human Resource Strategies, Brenda Tranchina for review. Chief Hazime said no. Chief Hazime explained the goal was to give Supervisors the tool to be able to properly evaluate their employees and be able to explain to employees their strengths and areas for improvement. Evaluations should be ongoing and be able to coach and mentor their employee throughout the year. This will also be a tool to use in deciding merit increases. Merit increases go into effect as of November 1<sup>st</sup>.

**Motion** was made by Ken Bishop to approve the Performance Evaluation Policy as presented. Second was made by Henry Martin. **Motion** carried unanimously.

**F. Award Bid for Concrete Replacement at Station 31-** Chief Hazime reviewed the need of the concrete replacement and the process that was followed to be able to start accepting quotes. This is also a budgeted Capital item.

**Motion** was made by Henry Martin to accept the low bid from Precision Structural Concrete in the amount of \$9,995.77. Second was made by Matt Robertson. **Motion** carried with 4 ayes, Thomas Rhodes abstained stating conflicts of interests.

**A. Review of Legislation, Issues and Other Organizations or Agencies that may impact Verde Valley Fire District-** Chief Hazime has nothing new to discuss.

**B. Discussion of Impacts of Other Jurisdictions with Verde Valley Fire District-** Chief Hazime, Board Chairman Bob Eddingfield and Board Member Hank Martin met with Cottonwood Fire Chief Mike Kuykendall and Cottonwood City Manager Doug Bartosh to discuss plans for potential fire stations in the Verde Santa Fe area. The City of Cottonwood was inquiring about our plans for a station in the area and to possibly consider a shared station. Chief Hazime felt the conversation went well. Cottonwood owns 1.6 acres on Bill Gray Road, in case that area was an area of interest. Cottonwood recommended to VVFD of grant options. Chief Hazime contacted YCSO to see if they were interested in participating in the new station. The YCSO Officer is going to present the idea at a meeting this week. Thomas Rhodes expressed his appreciation of including YCSO in the consideration.

Henry Martin was impressed with how the Chiefs interacted with each other. He felt it was a good first meeting.

Bob Eddingfield came away with a positive attitude. The idea of consolidating and making a joint effort is nice to hear. He feels the door is open and let Chief Hazime pursue this.

**Motion** was made by Ken Bishop to adjourn. Second was made by Thomas Rhodes. **Motion** carried unanimously.

**ADJOURNMENT: 11:25 AM**

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

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