

## MINUTES

### REGULAR MEETING OF VERDE VALLEY FIRE DISTRICT BOARD OF DIRECTORS, HELD JUNE 23, 2015 AT FIRE STATION 32, 1120 SOUTH PAGE SPRINGS ROAD, CORNVILLE, AZ.

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

**PRESENT:**

Bob Eddingfield  
Ken Bishop  
Don Eberle  
Thomas Rhodes

**STAFF:**

Fire Chief Hazime  
AC Doerksen  
Lisa Elliott

*Board Members and Audience Members recited the Pledge of Allegiance and took a Moment of Silence for the 10 Fire Fighters that have lost their lives in the line of duty this month.*

**APPROVAL OF AGENDA:** **Motion** was made by Bob Eddingfield to move items 12A and 12B to after item 9. Second was made by Thomas Rhodes. **Motion** carried unanimously.

**APPROVAL OF MINUTES:**

**Motion** was made by Bob Eddingfield to waive the reading of and to approve the minutes of the Special Meeting held on May 26, 2015. Second was made by Don Eberle. **Motion** carried unanimously.

**Motion** was made by Bob Eddingfield to waive the reading of and to approve the minutes of the Regular Meeting held on May 26, 2015. Second was made by Don Eberle. **Motion** carried unanimously.

**Motion** was made by Bob Eddingfield to waive the reading of and to approve the minutes of the Executive Session held on May 26, 2015. Second was made by Don Eberle. **Motion** carried unanimously.

**Public Hearing on FY 2015-2016 Tentative Budget.**

No comments were made by the Public.

**Motion** was made by Don Eberle to close the Public Hearing on the FY 2015-2016 Tentative Budget. Second was made by Thomas Rhodes. **Motion** carried unanimously.

**SCHEDULED PUBLIC APPEARANCES: NONE**

**UNSCHEDULED PUBLIC APPEARANCES: NONE**

**Oath of Office-** Administration of Oath of Office to new Board Member Linda Quam.

The Oath of Office was administered to Linda Quam by Board Chairman Ken Bishop.

**Resolution 2015-08 Acknowledging the Appointment of a Candidate to the Board** – Discussion and possible adoption of Resolution 2015-08 acknowledging the appointment of a candidate to the Board.

**Motion** was made by Bob Eddingfield to adopt Resolution 2015-08 Acknowledging the appointment of Linda Quam to the Board of Directors. Second was made by Thomas Rhodes. **Motion** carried unanimously.

**FINANCIAL REPORTS:**

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

Chief Hazime reviewed the Ambulance Billing Report.

### **CHIEF REPORT:**

- Made revisions to the Assistant Chief's job description to include "coordinates and seeks approval from the Fire Chief for time off to ensure adequate coverage for daily administrative responsibilities and emergency operations."
- Shared Services Updates:
  - Chief Hazime and Don Eberle attended a Shared Services Committee Meeting with Montezuma-Rimrock Fire District and Camp Verde Fire District. Chief Hazime and Don Eberle have been invited to have a seat at the table on the Committee. Chief Keller has now invited all agencies in the Verde Valley to attend the meetings.
  - Chief Hazime, Don Eberle, Chief Moore and CLFD Board Member met to review options.
  - Ken Bishop asked for Chief Hazime to email the Board to let them know about meetings, especially the ones open to the public.
- Chief Hazime provided additional information on the line of duty deaths across the country. There were 10 total line of duty deaths. The causes were 1 structural collapse during a building fire, 6 were health related, 1 water tanker accident, 1 fallen tree, 1 from a kayaker rescue operation, and 1 flight nurse who died from a fall off of the helicopter hoist.
- Incidents –
  - Fire on Colorado Street. Confined to bedroom and contents.
  - June 3, 2015 – Wildland fire on Page Springs Road. Burned a total of 1.5 acres involving urban interface. The fire was started by sparks from grinding a pipe
- No legislative updates at this time.
- Assistant Chief Doerksen will be attending his last AFDA meeting as Region 7 Representative at the AFDA Conference later this month. Chief Keller will be taking over as the Region 7 Representative.
- Grants –
  - Waiting for notification of award for the LAFS grant. Chief Hazime attended a meeting for the Sedona Community Foundation where it was stated that the LAFS grant application was awarded but only partial funding was available. We have not yet received notification of the award amount.
  - Video conferencing grant with Bullhead City and 9 other departments is moving forward. They are currently selecting a vendor to install the equipment.
- Training – Staff is looking at a few homes to use for training. The homes have to be evaluated for safety and hazards.
- Still working with All State Insurance agent Tom Zvonek to receive funds for smoke detectors and batteries. Mr. Zvonek has indicated that he will be able to support VVFD with a \$1,000 grant. He will also be supporting Cottonwood Fire Department with an additional \$1,000. Chief Hazime will invite Mr. Zvonek to attend a Board Meeting to present the award to the Board.
- Chief Hazime did a presentation on wildland and fire safety to Mountain View United Methodist Church. The event was successful.
- Incident Call Volume Report – Chief Hazime reviewed the report.

**CURRENT EVENTS:** NONE

### **DISCUSSION AND POSSIBLE ACTION:**

**Appointment of Authorized Check Signers-** Discussion and possible approval of the appointment of all current Board Members as authorized signers on the District's bank accounts.

**Motion** was made by Don Eberle to approve the appointment of all current Board Members as listed as authorized signers on the District's bank accounts with Yavapai County and all Board Members excluding Don Eberle on the National Bank as he is on the Verde Valley Ambulance Company Board of

Directors. Second was made by Thomas Rhodes. **Motion** carried unanimously.

**Recognition of Years of Service-** Recognition of Employee Years of Service.

Chief Hazime read biographies for Captain Dustin Chambliss and Firefighter Ivan Anderson detailing their employment history and achievements with VVFD. Chief Hazime presented them with years of service pins and certificates of appreciation. Ken Bishop expressed his appreciation for the members and their service.

**FY 2015-2016 IAFF Local 3690 Verde Valley Chapter Memorandum Of Understanding-** Discussion and possible adoption of the FY 2015-2016 Memorandum of Understanding between Verde Valley Fire District and IAFF Local 3690 Verde Valley Chapter.

Chief Hazime reviewed the MOU and that there are statements in the MOU recognizing that the Board has the ultimate say on the decisions made and may cancel the Agreement at any time. The goal of the MOU is to enhance and work better with labor and to follow a process to work together.

Ken Bishop stated that this is a formal document of something that the District has been doing for years. He likes that the Board has final say as it is the Board's fiduciary responsibility to make decisions. The MOU looks good to him.

Bob Eddingfield stated that the MOU is a lot of duplication on what has already been done. He would like it tabled and an executive session held before the next meeting to look over the document better and possibly have it reviewed by the District's attorney.

Don Eberle agreed with Bob Eddingfield that the Board should have discussion in executive session. He stated that the Board cannot negotiate a contract; it has to go through the Chief. Don agrees to table the MOU and have an executive session to review the items presented.

Thomas Rhodes stated that he also has questions on the document would like to meet to discuss them. Chief Hazime stated that the Board has already approved the meet and confer process via Resolution 2015-01, the MOU is the next step in the process. Chief Hazime confirmed with the Board that they would like him to attend the executive session.

Linda Quam also has a multitude of notes, questions and concerns. She feels that the Board should take the time to review it completely to make sure they're doing the right thing.

**Motion** was made by Bob Eddingfield to table the FY 2015-2016 IAFF Local 3690 Verde Valley Chapter Memorandum of Understanding and to schedule a special executive session to be scheduled before the next regular meeting. Second was made by Linda Quam. **Motion** carried unanimously.

**Addendum to Intergovernmental Dispatch Services Agreement-** Discussion and possible approval of the Addendum to Intergovernmental Dispatch Services Agreement.

Chief Hazime reviewed the addendum and the reasoning behind the document. The 5% increase in rates will apply.

Thomas Rhodes asked if there was any thought that VVFD would not be with Cottonwood Public Safety Communications Center by July and who has already transferred and will be transferring.

Don Eberle stated that Verde Valley Ambulance Company has been with Cottonwood Public Safety Communications Center since the beginning and there have been no problems that couldn't be fixed.

Chief Hazime stated that Cottonwood has been great to work with, very cooperative.

Assistant Chief Doerksen stated that Ian James has been working with Cottonwood and VVFD to make sure that all things work together.

Thomas Rhodes requested that the last paragraph on page 1 stating that VVFD and any other service recipients still receiving services shall bear its proportionate share depending on other users. He requested that this be changed to state a set amount. The other Board Members agreed. Change to proportionate share not to exceed \$12,393 for July only. If services are needed beyond July, the agreement would have to be brought back to the Board for approval.

Chief Hazime stated that this agreement needs to be set up by July 1, 2015 for continued services.

**Motion** was made by Thomas Rhodes to approve the Addendum to Intergovernmental Dispatch Services Agreement with the change to the last paragraph on page 1 to state "...Verde Valley Fire, and any other service recipients still receiving services, shall bear its proportionate share of the full cost of operating the Sedona Regional Communications Center, not to exceed \$12,393.02." Second was made by Bob Eddingfield. **Motion** carried unanimously.

**Transfer from Capital Projects Fund**- Discussion and possible approval to transfer \$478,707 from the Capital Projects Fund to the General Fund at July 1, 2015 to pay the FY 2015-2016 PSPRS budgeted retirement contributions and ASRS Special Provision Service Purchase liabilities.

**Motion** was made by Bob Eddingfield to approve the transfer of \$478,707 from the Capital Projects Fund to the General Fund at July 1, 2015 to pay the FY 2015-2016 PSPRS budgeted retirement contributions and ASRS Special Provision Service Purchase liabilities. Second was made by Thomas Rhodes.

Don Eberle believes that it is speculation that paying up front will accrue additional interest. He thinks that we should pay throughout the year and keep a hold of our money. VVFD's PSPRS fund is already solvent with regards to unfunded liability.

Board Members held discussion on the difference between paying the total of the budgeted amount for PSPRS employer contributions up front versus paying each pay period.

Ken Bishop called for the vote. **Motion** failed.

Staff was directed to bring the transfer for ASRS Special Provision Service Purchase back to the Board at the next meeting.

**Resolution 2015-06 FY 2015-2016 Budget Adoption** – Discussion and possible adoption of Resolution 2015-06 a Resolution of the Elected Officials of the Verde Valley Fire District Adopting an Operating Budget for the Fiscal Year 2015-2016.

**Motion** was made by Don Eberle to adopt Resolution 2015-06 a Resolution of the Elected Officials of the Verde Valley Fire District Adopting an Operating Budget for the Fiscal Year 2015-2016. Second was made by Thomas Rhodes. **Motion** carried unanimously. Linda Quam abstained.

**Resolution 2015-07 Annexation Request** – Discussion and possible adoption of Resolution 2015-07 Amendment of the Verde Valley Fire District's Boundaries.

**Motion** was made by Thomas Rhodes to adopt Resolution 2015-07 Amendment of the Verde Valley Fire District's Boundaries. Second was made by Don Eberle. **Motion** carried unanimously.

Don Eberle requested that better maps be included in future requests that clearly show the roads leading to the property.

**Capital Asset Threshold** – Discussion and possible approval to change the capital asset threshold to \$5,000 with a minimum of a two (2) year useful life effective for the 2014-2015 Fiscal Year.

**Motion** was made by Don Eberle to change the capital asset threshold to \$5,000 with a minimum of a two (2) year useful life effective for the 2014-2015 Fiscal Year. Second was made by Bob Eddingfield. **Motion** carried unanimously.

Firefighter Dave McIlvoy shared information on fire inspection services as follows:

Alcantara Winery convention center is moving forward. They are currently working on the water supply and infrastructure review. Holding to the 2003 fire code.

Desert Star Community School in Cornville is planning a 6,000 square foot expansion including a kitchen and stage. Possible source for water supply on that end of town.

Camp Soaring Eagle has been having campouts for disabled kids. They have upgraded their fire alarm system and will be installing a new system next year.

Weed abatements are coming in at fast pace, JR has been helping to respond to all of them.

Rusty's Morning Star Ranch is having their 30<sup>th</sup> anniversary next month at Windmill Park. They would like the Fire District to show up and possibly have a booth to let kids spray water. They have upgraded their fire alarm system.

Chief Hazime expressed his appreciation to Assistant Chief Doerksen for his years of service to VVFD. The Board Members also expressed their appreciation. Chief Hazime reminded the Board that Assistant Chief Doerksen's Retirement party is scheduled for August 14, 2015 at 6:00 pm at the Verde Valley Manor.

**Motion** was made by Bob Eddingfield to adjourn. Second was made by Thomas Rhodes. **Motion** carried unanimously.

**ADJOURNMENT: 11:11 AM**

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

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