

**MINUTES FOR REGULAR MEETINGS
MARCH 28, 2013 at 5:30 PM**

The Harquahala Valley Fire District Governing Board convened in a Regular Meeting on March 28, 2013 at the Harquahala Valley Fire Station located at 51501 W. Tonto Street Tonopah, AZ.

At about 5:32 PM **Call to Order** was commenced by the Governing Board Chairman Michael Haynes. The Pledge of Allegiance to the flag of the United States of America was performed by all in attendance.

Roll Call proceeded and the Governing Board Members announced to the call as follows:

Joe Roman	Present
Michael Haynes	Present
Judy Henderson	Present
Charlie Kooistra	Present
Frank Haas	Present

All five Governing Board Members were present.

Chairman, Michael Haynes, proceeded with **Call to the Public**.

Carol Milette handed the fire board members and fire chief with a one page document which was titled Lists of Restaurant/Bars & Grills appearing on District Credit Card # 7572.

Carol proceed to explain that during the February 28, board meeting discussion was on food and credit cards and the auditor that food purchases made by the Chief had been addressed in past audits but she (auditor) and Judy Henderson were not talking about the same thing. Carol provided the above document that list with 30 restaurants with multiple personal uses. Carol said there excessive and the problem needs to be corrected as its still shows purchases on the Chief's credit card statements. Carol doubts the people being entertained will bring something to our community. Carol Milette then handed the fire board members and fire chief with a document that listed Invoice's from Attorney Lee Miller regarding personal visits. Carol stated the citizens of the District shouldn't have to pay for them. The last thing said was she was in disagreement of the Chief's Contract and the pay increase of 21 percent is way too much.

Harry Thomas then addressed the fire board members and fire chief. Harry Thomas proceed to say that the AFDA Chapter 2 page 21 gives minimum qualifications for a fire chief and Chapter 2 page 20 gives an eight hundred number to get a qualified chief. Harry Thomas said he has gone over the gallons of gasoline used in the chief's car and chief's pickup between January 1, 2013 to March 15, 2013 and found 285 gallons used at a sum of \$1,103.34 based at pump prices \$3.87. Harry Thomas said the annual wage for Chief Sandell is \$80,928.00 that's \$38.90 per hours so he make enough to pay for his own gasoline and drive his own personal vehicle. Harry Thomas said our District has a written agreement with Tonopah FD to fill in for Chief Sandell when he's not here at the District. He feels the pickup needs to remain in the district for employee's to use to pick up supplies and the District is wasting tax dollars.

Approval of the Minutes February 28, 2013

Board Member Joe Roman made a motion to approve the Meeting Minutes for February 28, 2013. Board Member Charlie Kooistra seconds the motion.

Chairman Michael Haynes took a vote to approve the Meeting Minutes for February 28, 2013.

Joe Roman	Yea
Michael Haynes	Yea
Judy Henderson	Yea
Charlie Kooistra	Yea
Frank Haas	Yea

5-0 votes yea approved the Meeting Minutes for February 28, 2013.

Approval of the Special Meeting Minutes for March 22, 2013.

Board Member Judy Henderson made a motion to approve the Special Meeting Minutes for March 22, 2013. Chairman Michael Haynes seconds the motion.

Chairman Michael Haynes took a vote to approve the Special Meeting Minutes for March 22, 2013.

Joe Roman	Yea
Michael Haynes	Yea
Judy Henderson	Yea
Frank Haas	Yea
Charlie Kooistra	Yea

5-0 votes yea approved the Special Meeting Minutes for March 22, 2013.

Chief Report:

Chief Sandell advised of

- Total 33 dispatches, 25 EMS, 7 Fire and 1 other.
- A thought out to Renee as her sister is not doing well.
- Budget committee has met twice and rescheduled twice, once due to conflict with a Special Board meeting.
- Secondary assessed value dropped more than projected from \$84,548,841.00 to \$72,820,631.00 which come to about a 14% drop or \$230,000.00
- Expected pay back to HGP for next budget year will be \$117,116.00 calculations based from last year's tax rate \$1.95. Chief will acquire additional information from Leslie of the Treasure Office for the fire board.
- Renee attended Fire District Administration training.
- Two of our fire crews attended joint training at Harquahala Generating Plant (HGP).
- Chief is researching in house drug testing.
- Chief made fire board aware of nationwide shortage of medications.
- EMS Coordinator C. Cox has scheduled PAL and ACL refresher classes for department employees.
- Fire Fighter T. Shepherd attended annual CAWRT training and is setting up our refresher class for red cards.
- Apparatus committee Board Member Judy Henderson and Harry Thomas have made the District aware of serious tire concerns. Many critical vehicle issues have been addressed and the District will be working on more of them. Board Member Judy

Henderson recommend creating a list of repairs needed and take them to a service shop such as Freightliner to have repairs complete in a timely manner. Chief Sandell agrees a list of repairs should be made and the committee should work on a plan to have the repairs performed. Board Member Judy Henderson there's a lot work still to do, more tire issues and meets with our mechanic and also Engineers Chief to go over all the issues.

- District Policies are progressing, one is ready for approval today.

Old Business: Discussion and Possible Action:

Computer's from HGP. Chief Sandell advised HGP was going to donate lap top computers after they are wiped clean. Manager Tom Jenkins of HGP was present and advised they should be available in about two weeks.

Purchase of new printer for Renee's Office. Chief said the District today purchased from Best Buy a HP 8600 Plus printer with extra in cartridges for office. The total is about \$439.00. Board Member Frank Haas asked that extend warranty be checked into. Chief Sandell said he would.

New Business: Discussion and Possible Action:

Approval of Amended District Policy 330 Employee Appeal.

Chief Sandell said the District utilized Human Resources consultant Judy Shafer to draft the initial policy. The policy was then adopted by the fire board in 2012. Chief said a few policy modifications were needed so change recommendations were given by the policy committee and Board Member Judy Henderson. District Policy 330 Employee Appeal before the fire board was the most current the revision.

Chairman Haynes asked for a motion to approve amended District Policy 330-Employee Appeal. Board Member Judy Henderson made a motion to Adopt District Policy 330 the Employee Appeal. Board Member Charlie Kooistra seconds the motion.

Chairman Michael Haynes took a vote to approve District Policy 330 Employee Appeal.

Frank Haas	Yea
Charlie Kooistra	Yea
Judy Henderson	Yea
Michael Haynes	Yea
Joe Roman	Yea

5-0 votes yea approved District Policy 330 Employee Appeal.

Approval of the revised HVFD Governing Board by Laws

Chairman Haynes asked for a motion to approve the amended revised Harquahala Valley Fire District's Governing Board by Laws. Board Member Judy Henderson asked if the Resolution Number will change. Chief Sandell said yes, he will place the appropriate resolution number reflecting today's date.

Board Member Frank Haas made a motion to approve the new Board by Laws with today's date as the resolution number. Board Member Joe Roman seconds the motion.

Chairman Michael Haynes took a vote to approve the resolution. Harquahala Valley Fire District's Governing Board by Laws.

Joe Roman	Yea
Michael Haynes	Yea
Judy Henderson	Yea
Charlie Kooistra	Yea
Frank Haas	Yea

Approval for Credit Card reassigned to Clerk of the Board; Joe Roman with limit of \$2,500.00.

Chairman Michael Haynes advised the credit card would replace former Chairman Charlie Kooistra's card which is cancelled and will be assigned to Joe Roman so the District can maintain two credit cards.

Chairman Michael Haynes made a motion to assign a credit card to the Clerk of the Board Joe Roman with a credit limit of \$2,500.00 for District use. Board Member Frank Hass seconds the motion.

Chairman Michael Haynes took a vote to approve the credit card reassigned to Clerk of the Board Joe Roman with limit of \$2,500.00.

Frank Hass	Yea
Judy Henderson	Yea
Charlie Kooistra	Yea
Michael Haynes	Yea
Joe Roman	Abstain

4 yea - 1 abstain for the approval of Credit Card reassigned to Clerk of the Board Joe Roman.

Fire Chief Steve Sandell's Employment Contract to be reviewed by HVFD legal Counsel.

Chairman Michael Haynes stated that several board members had input on the Employment Agreement draft per our March 22, 2013 Executive Session. He recommends that legal counsel should review the contract as it's a legal and binding contract to the District.

Chairman Michael Haynes stated Bill Whittington is the attorney as listed by the Resolution.

Chairman Michael Haynes made a motion to present Fire Chief Steve Sandell's Employment Agreement to legal counsel for review and specifically Bill Whittington. Board Member Frank Haas seconds the motion.

Joe Roman	Yea
Michael Haynes	Yea
Judy Henderson	Yea
Charlie Kooistra	Yea
Frank Haas	Yea

5-0 votes yea approved to present Fire Chief Steve Sandell's Employment Agreement to legal counsel for review and specifically Bill Whittington.

Board Member Charlie Kooistra made a motion to adjourn the meeting. Board Member Frank Hass seconds the motion.

Chairman Michael Haynes took a vote to end the Regular Meeting.

Joe Roman	Yea
Michael Haynes	Yea
Judy Henderson	Yea
Frank Haas	Yea
Charlie Kooistra	Yea

5-0 yea votes approved to end of the Regular Meeting.

The board meeting adjourned at 6:40 PM.