

# **HARQUAHALA VALLEY FIRE DISTRICT BOARD**

## **Minutes for Regular Meeting**

**MONDAY, JUNE 20, 2016**

**6:00PM**

The Harquahala Valley Fire District Governing Board (**HBFD**) convened in a Regular Meeting on Monday, June 20, 2016 at 6:00 PM at Fire Station 371, 51501 W. Tonto Street, Tonopah, Arizona, 85354.

Board Clerk, Susan Combs advised that the Board may vote to go into executive session on any agenda item, pursuant to A.R.S. 38-431.03 (A)(3) for legal advice with the District's attorney on matters as set forth in any agenda item. Board Members or other participants may attend by telephonic conference. The following topics and a variable thereto will be subject to Board consideration, discussion, approval or other action. All items are set for possible action.

### **1. CALL TO ORDER**

Board Clerk Susan Combs called the Meeting to order at 6:00 PM; all in attendance reminded to sign the "sign in" sheet.

### **2. PLEDGE OF ALLEGIANCE**

Pledge of Allegiance to the Flag of the United States was given by all in attendance

### **3. ROLL CALL OF BOARD MEMBERS**

Roll call conducted; those present were Susan Combs (Clerk), Stephen "Charlie" Kooistra, Charles "Chip" Main and Leah Scott; 4 of 5 board members present – Board Chairman Larry Deneen absent; also present: Chief Jeff McMenemy

### **4. CALL TO THE PUBLIC**

- None

### **5. APPROVAL OF MINUTES:**

#### **A. Regular Meeting of May 16, 2016**

All board members present acknowledged the archive of all meeting minutes aforementioned.

### **6. FINANCIALS**

#### **A. May 2016**

- Board Member Kooistra notes that the budget is almost back to the \$300,000 that Chief McMenemy advised the District would be at upon the end of the Fiscal Year.
- Board Clerk Combs again notes that Chief McMenemy has done a great job this past year maintaining a balanced budget, and thanks him for all of his hard work, and his continued diligence to the District.
- Board Member Kooistra notes that Chief has done a good job making sure that there is transparency with the budget and the operations of the District.

Board Member Main makes a motion to accept the financials for May 2016, 2<sup>nd</sup> by Board Member Scott. Vote on May 2016 Financials: unanimous 4-0; May 2016 financials approved.

## **7. REPORTS AND CORRESPONDENCE**

- A.** Chief's report – Chief McMenemy goes over his prepared outline and answered questions of the board members as asked. (Please see attached copy of outline.)

Topics as follows:

1. Budget update
2. Call Count
3. Grant update
4. Captains reports
5. Miscellaneous updates
6. Community Service

- Board Member Kooistra notes that community members are noticing that Station 372 (South Station) is being manned and maintained more often. Chief adds that ST-372's staffing is at approximately 80% of the time, and is continuing to try and raise the time as staffing gets better and as more reserves are hired.
- Board Member Main asks Chief to look into making sure the repairs to Brush 372 are completed accordingly, and make sure that all the proper parts are installed through Avondale Dodge (NKA: Larry Miller Dodge – Avondale).
- Board Member Main asks if there was anything the District was required to do with E-371 through the state (i.e. take it to state surplus). Chief advised that E-371 is owned by the District and not the state, so the District could do what they felt was necessary for discarding/disposal.
- Due to the current status of the District in the process of purchasing a new engine, it is Chief's recommendation that E-371 be discarded, whichever is decided, and the loaner engine from Glendale Fire District be purchased at a later date to have as a backup. (decision to be made at a later date)
- Board Member Scott asked if the District is being charged by Glendale FD for the use of the loaner engine, and Chief advised "No". The Glendale engine is on loan, free of charge with the exception of fuel, and minimal maintenance.

## **8. OLDBUSINESS**

None scheduled

## **9. NEWBUSINESS**

- A.** Discussion and possible action re: Approval of FY 2016/2017 Budget for HVFD

- Board Clerk Combs notes the budget for FY 2016/2017 was posted for 20+ days as per ARS requirements. Clerk Combs asked Chief if he had received any comments or concerns from the community; Chief advised "None."
- Joy Gomez (New Harquahala Generation Station representative) notes that the Chief McMenemy has done a great job working with the NHGS and with the tax payers. She states that normally she "would throw a fit" with the amount of money that is being kept for the contingency, but due to some of the instability of the NHGS and its changing ownership multiple times this past year (newest ownership – Riverside Holdings), she feels that it is a good idea to have the monies in the reserve in case something drastic happens to the NHGS.

Board Member Main makes a motion to approve the proposed budget for Fiscal Year 2016/2017, 2<sup>nd</sup> by Board Member Scott. Vote unanimous 4-0; FY 2016/2017 proposed Budget approved.

**B. Discussion and possible action re: Status of E371, possible scenarios.**

- Scenarios were discussed during the Chief's Report (please refer to detailed information in recording and as noted above).
- Board Clerk Combs advised that she has spoken to the Fire Fighters asking them their opinions as to what they feel should be done, and she personally feels that "scrapping" E-371 would be more beneficial to the District, and may be able to get "more out of it" by doing so. While speaking to the Fire Fighters, Engineer Woodward advised there is some equipment that is still currently attached to the truck which the District may want to consider removing before E-371 is completely discarded (i.e. equipment mounts for SCBAs, hose couplings, etc.).
- All other board members are in agreement with the "scrap" idea, but note that more research needs to be sought regarding what processes need to be completed, and how they would be implemented, and which "direction" would bring in the most money to the District.

Board Member Main makes a motion to table the status of E371 pending further research by Chief McMenemy, 2<sup>nd</sup> by Board Clerk Combs; Vote unanimous 4-0; pending status of E371 to be determined at a later date.

**C. Discussion and possible action re: Approval to pay bill for repair of BR372 in amount above \$2500 cap.**

- Board Members and Chief discuss this purchase order of over \$2500 (between \$3500 and \$4000) and the cost of the current repairs of purchase order yet to come.
- Board Clerk Combs initially makes motion to approve the bill.
- The hard documents not available, which were to be sent via email to Captain Shepherd, which he had not yet received.

Board Clerk Combs makes a motion to table the approval to pay the bill for the repairs to BR-372 pending hard document review by the Board, 2<sup>nd</sup> by Board Member Main; Vote unanimous 4-0, approval tabled pending hard document review. Special Meeting will be held after review of documents for possible approval.

**D. Discussion and possible action re: Presentation of Solar Proposal – Discussion additional proposal**

- Chief discusses the proposal he received for the possibility of looking into installing solar panels starting at ST-371. He advised that he is not in favor either of the proposals he received as it looks as if the District would be paying more than what it is already paying APS for the current electric agreement.

Board Member Main makes a motion to table the solar proposals until more reasonable proposals could be obtained, 2<sup>nd</sup> by Board Member Kooistra; Vote unanimous 4-0, solar project tabled until further notice.

**E. Discussion and possible action re: Discussion on investigating additional needs for future response areas and district build out.**

- Chief discusses the possible future of adding additional staging areas within the district (Rose View, North Valley). Areas that would have to be researched include call volume, property availability and value, actual necessity, trends, etc.

No action necessary on this item as it is a presentation/discussion.

**COMMENTS/CONCERNS FROM COMMUNITY/EMPLOYEES/BOARD**

- Captain Shepherd explains the course regarding the lack of receipt of the documents for the repairs of BR372; there was a miscommunication issues, and lack of availability from vendor.

**10. ADJOURNMENT** – Meeting adjourned at 6:45 PM

Minutes prepared by Board Clerk, Susan Combs, July 12, 2016.

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Susan Combs

**\*\*Anyone wishing an audio recording of this meeting may do so through the administration at the Harquahala Valley Fire District office. Audio recordings will be kept/archived and made available for a minimum of 6 months following the meeting date.**