

HARQUAHALA VALLEY FIRE DISTRICT BOARD

Minutes for Regular Meeting

TUESDAY, MAY 16, 2017

6:00PM

The Harquahala Valley Fire District Governing Board (**HVFDB**) convened in a Regular Meeting on Tuesday, May 16, 2017 at 6:00 PM at Fire Station 371, 51501 W. Tonto Street, Tonopah, Arizona, 85354.

Board Chairman, Charles “Chip” Main 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 Chairman Charles “Chip” Main called the Meeting to order at 6:00PM; 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, Board Chairman Charles “Chip” Main, Susan Combs (Clerk), Larry Deneen, Stephen “Charlie” Kooistra and Leah Scottall present; all 5 board members present; also present: Chief Jeff McMenemy

4. CALL TO THE PUBLIC

- None

5. APPROVAL OF MINUTES:

A. Regular Meeting of April 18, 2017

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

6. FINANCIALS

A. April 2017

- Board Clerk Combs notes that the Department received the reimbursement check from Am-Check for the overpayments that had been made. It was also noted that the refund will not be reflected until the June board meeting. Clerk Combs also notes that the additional charges in the financials by Am-Check, and Chief advised that things should be settled and paid in full by the end of the Fiscal Year.

Board Clerk Combs made a motion to approve the April 2017 financials, 2nd by Board Chairman Main; Vote unanimous 5-0, April 2017 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. Audit Update
2. Budget update
3. Call Count
4. Grant update
5. Captains' project updates
6. Community Service
7. Truck update

- Board Member Kooistra asked Chief if the Department was in “good shape” with the vehicles. Chief advised that yes we are. There are plans soon, within the next year for Tanker 371 to get new chaise, tank and body repairs. Plans for new tires on all other vehicles is in the works soon.
- Chief advised that the cost for purchasing the used engine from Glendale will be approximately \$20,000 - \$25,000. The engine is an E-Bury (cross between an E-One and Salisbury) with a mid-engine.
- Chief discussed training classes he had recently attended and have scheduled to take.
- Board Member Kooistra asked if the generators at the stations are both being tested/run regularly. Captain Troy Shepherd explained that both are on timers for weekly testing, and that if the test failed, an alarm would come on meaning service to the unit was needed.
- Not listed on the Chief's Report: 1) Chief is requesting that the next monthly meeting be pushed up a week to June 13, 2017 due to pre-scheduled training. No issues from any board members noted. 2) Abrazo West Campus is having their EMS Heroes Awards luncheon on May 25th, awarding A-Shift “Life Saving of the Year” Award for their outstanding work back in January with DPS officer shooting. All board members are being invited to attend.

8. BUSINESS

- A.** Discussion and Possible Board Action re: Budget presentation and possible board approval for 20 day posting

- Chief advised that there had been a budget workshop prior to the meeting which he noted that all in attendance went over each line item individually. Items of note/questions noted in blue highlight on Budget Overview (please see copy of Budget Overview which has since been posted, and is on file, available for public viewing and questions). Chief broke down each of the areas that showed significant change and explained what the reason was for each change.

Board Member Deneen made a motion to accept Budget Overview for posting for 20 days, 2nd by Board Chairman Main; Vote unanimous 5-0, Chief directed to post approved Budget Overview for 20 days.

- B.** Discussion and Possible Action re: Entering into Inter-Governmental Agreement (IGA) with Central Arizona Fire and Medical Authority (CAFMA) for purchasing.

- Chief advised that this agreement is specific to EMS supplies. Chief stated that even if we enter into the agreement, if there is a vendor whom we can purchase supplies at a lower cost, the department is not obligated to use the CAFMA to make said purchase with not penalties. Chief explains that the agreement “is like having a Costco card” to

purchase EMS supplies in bulk. All items available for purchase are the same products currently being bought, just discounted because of the bulk purchase. Chief advised there is a 5% management fee only if/when purchases are made.

Board Chairman Main made a motion to approve the Inter-Governmental Agreement with Central Arizona Fire and Medical Authority, 2nd by Board Member Scott; Vote unanimous 5-0, approval for IGA.

C. Discussion and Possible Action re: Entering into Inter-Governmental Agreement (IGA) with Buckeye Valley Fire Department for SELF CONTAINED BREATHING APPARATUS (SCBA) USE, MAINTENANCE, REPAIR AND TESTING

- Chief notes that entering into this agreement would lower costs to the District. Maintenance, repair and testing for use of SCBAs either low cost or no cost. This agreement will give us an extension on the life of the SCBAs. The only up-front cost to the District would be approximately \$20,000 to replace masks for each fire fighter so they are compatible with the new SCBA system.

Board Clerk Combs made a motion to approve the Inter-Governmental Agreement (IGA) with Buckeye Valley Fire Department for SCBA, 2nd by Board Member Deneen; Vote unanimous 5-0, approval for IGA.

COMMENTS/CONCERNS FROM COMMUNITY/EMPLOYEES/BOARD

- NONE

9. ADJOURNMENT – Meeting adjourned at 6:45 PM

Minutes prepared by Board Clerk, Susan Combs, June 12, 2017.

Susan Combs

****Anyone wishing an audio recording of this meeting may do so through the administration at the Harquahala Valley Fire District office.**