

HARQUAHALA VALLEY FIRE DISTRICT BOARD

Minutes for Regular Meeting TUESDAY, NOVEMBER 14, 2017 6:00PM

The Harquahala Valley Fire District Governing Board (**HVFDB**) convened in a Regular Meeting on Tuesday, November 14, 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 5:59 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, Board Chairman Charles “Chip” Main, Board Clerk Susan Combs, Stephen “Charlie” Kooistra and Larry Deneen all physically present, Leah Scott present via telephone; 5 of 5 board members present; also present: Chief Jeff McMenemy

4. CALL TO THE PUBLIC

- None

5. APPROVAL OF MINUTES:

A. Regular Meeting of October 17, 2017

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

6. FINANCIALS

A. October 2017

- Board Clerk Combs inquired about line item 6145 – Accident & Sickness/ICO, why the cost is over budget. Chief stated that it was due to an increase of the insurance premiums the district is obligated to pay.

Board Chairman Main made a motion to approve the October 2017 financials, 2nd by Board Clerk Combs; Vote unanimous 5-0, October 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. Truck update – BR372
2. Budget update
3. Call Count
4. Grant update
5. Captains' project updates
6. Community Service

- Chief advised that he had been checking over about 15 different items in the budget, mainly in payroll and noted that the budget was plus approximately \$10,000 (under budget).
- Chief noted that there are 2 Fire Fighters currently on light duty due to injuries; Kevin Pohlman and Christina House.

8. BUSINESS

- A.** Discussion and Possible Action re: Open discussion of state of department, state of the personnel, and future outlook open to public, employees and board members.

This item was for discussion purposes only.

- Chief asked all board members and employees if there were any questions comments or concerns on the status of the Department.
- Board Member Deneen asked about the “overall picture” of the department. Chief stated that his job is getting “easier” due to the crews taking on assignments and progressing on their own. Each shift has different tasks assigned and manage them accordingly. Chief also noted that the crews' abilities are increasing as they have been taking on more tasks, and have increased their knowledge.
- Board Member Deneen asked the Fire Fighters in attendance what their view point of the department was. Captain Dennis Blackman stated that he was in agreement with Chief that they were communicating very well across the board, and have a good rapport throughout the shifts and support system.
- Board Member Kooistra expressed that all of the Captains are the back bone of the department and help support the Chief and his duties.
- Board Chairman Main stated that the professionalism that is noted with all the employees is being noted by other departments after the bad history the HVFD has been through. He also noted that the department has come a long way in a short time.
- Board Member Deneen asked Chief if he had any plans on leaving the department. Chief stated that he as a “3 year lead” that may be coming up, but it's only a lead, nothing definite.
- Joy Gomez, New Harquahala Generating Station representative thanked everyone in the department. She stated that everyone should be extremely proud as HVFD is the only fire district in the state that is not in debt. She commended everyone's hard work as the contributing factor in being debt free.
- Board Clerk Combs notes the money saved that Chief had helped the department with assisted in purchasing new trucks due to them breaking down in one way or another.

- B.** Discussion and Possible Action re: detailed look at Community service events that include the recent BBQ and looking ahead to the Thanksgiving food drive and community holiday toy drive and how those events have supported the members of the HVFD.

This item was for discussion purposes only.

- Chief advised that the shifts are out getting donations for items for the Thanksgiving food drive. He also noted that they are all doing a great job preparing for all the events by making sure the station and the grounds are cleaned up and presentable for the

public. He said that they made sure that the schools were notified of the events, as well as posting flyers in the designated posting areas.

- Chief noted that the Thanksgiving food drive would take place on Wednesday, November 22nd (day before Thanksgiving), noting that approximately 50 families would be provided with meals.
- Chief noted that the Christmas Toy Drive would be taking place on Saturday, December 16th. Chief stated that the fire fighters solicit donations from stores and patrons in order to provide at least one toy for all the children in the HVFD.
- Chief noted that most of the time that the fire fighters are spending with these drives is donated personal time.
- Captain Blackman stated that anyone who would like to volunteer their time to assist with the drives are more than welcome to do so.

C. Discussion and Possible Action re: Change December meeting date to December 12, 2017 for Holiday accommodations.

- Board Chairman Main asks all the board members if they have any conflicting issues with the date for the December meeting being changed.
- Board Member Deneen noted that the December meeting would be when the board officer's positions would be nominated and voted on.
- Board Members Scott and Deneen both stated that they may have to phone in to be present for December 12th.

Board Chairman Main made a motion to change the date for the December meeting to December 12, 2017 to accommodate the holidays, 2nd by Board Member Deneen; Vote unanimous 5-0, December meeting will take place on Tuesday, December 12, 2017 at 6:00 PM.

COMMENTS/CONCERNS FROM COMMUNITY/EMPLOYEES/BOARD

- NONE

9. ADJOURNMENT – Meeting adjourned at 6:40 PM

Minutes prepared by Board Clerk, Susan Combs, December 9, 2017.

Susan Combs

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