

## MINUTES

### REGULAR MEETING OF VERDE VALLEY FIRE DISTRICT BOARD OF DIRECTORS, HELD AUGUST 23, 2011, AT STATION 32, 1120 SOUTH PAGE SPRINGS ROAD, CORNVILLE, AZ.

**MEETING CALLED TO ORDER:** 10:03 AM

**PRESENT:**

Dick Dobbin  
Ken Bishop  
Matt Robertson  
Bob Eddingfield  
Gerald Shanks

**STAFF:**

Chief Jerry Doerksen  
Debbie Lewis

**APPROVAL OF AGENDA:** **Motion** was made by Dick Dobbin to approve the agenda. Second was made by Bob Eddingfield. **Motion** carried unanimously.

**APPROVAL OF MINUTES:** **Motion** was made by Dick Dobbin to waive the reading of and to approve the minutes of the regular meeting on July 19, 2011. Second was made by Ken Bishop. **Motion** carried 4-1. Matt Robertson abstained because he was not present. **Motion** was made by Dick Dobbin to waive the reading of and to approve the minutes of the Special Meeting on August 8, 2011 as amended. Second was made by Matt Robertson. **Motion** carried unanimously.

**SCHEDULED PUBLIC APPEARANCES: Discussion and Possible Action Regarding a Joint Purchase Agreement (Consortium) with the School Districts**—Kirk Waddle from Mingus High School gave an overview regarding joint purchases. This IGA will go into effective beginning July 1, 2012 but the work will begin in February 2012. RFP's will be started in March and April 2012. Initial term will be 5 years and the District will be able to opt out each June with notice by April 1st. The county will collect an additional 2% to fund the procurement. Matt Robertson asked if the 2% is added to the invoiced amount. Kirk Waddle stated that this will be added to the invoice to cover the costs for the procurement department. Gerald Shanks asked where the fuel purchases will be delivered. Kirk Waddle stated fuel may not be the biggest savings we see but foreseeing a truck delivering to several locations. Kirk Waddle stated that they may purchase a centralized fuel tank, however these decisions have not been made yet. Kirk Waddle stated that Mingus School Board has approved this agreement. Chief Doerksen stated that Chiefs from Verde Valley Fire Chief's Association will be attending the meeting on August 31<sup>st</sup>. Dick Dobbin asked if all the agencies that are being asked to participate are of a nonprofit status. Kirk Waddle stated that this is available for governmental taxing entities. Matt Robertson asked if we enter into the agreement do we have to participate in all aspects of that agreement or could we pick and choose what items we participate in. Kirk Waddle stated that the individual agencies would be able to pick and choose what they use. **Motion** made by Matt Robertson to support the consortium with a vote of interest. Second was made by Ken Bishop. **Motion** carried unanimously.

**UNSCHEDULED PUBLIC APPEARANCES:** Merry Shanks stated that she has something positive for the District; there was a note on Face book from a citizen in our District on how much they appreciate what the District does. Merry Shanks stated that on face book Pink Heals got 640 views.

**CALL TO PUBLIC:** NONE

**REPORTS:** Chief Doerksen answered questions regarding Financial, Chief's, Assistant Chief's, Administration, Training, Captain's and PIO's reports. Dick Dobbin asked if Wildland billing will be collected in this fiscal year's budget. Chief Doerksen stated that we will not receive these funds until the Fiscal year 11-12 budget. Gerald Shanks asked that a report be put together for Wildland billing and to include expenses incurred. Gerald Shanks asked if the plan for the additional salary expenses will be taken out of the contingency fund. Chief Doerksen stated that the additional expenses will come out of the fiscal year 11-12 contingency fund line item. Gerald Shanks wants to thank everyone that helped with the Pink Heals event and putting it together. Gerald Shanks thanked Merry Carol Shanks for all the work she put into the Pink Heals event. Gerald Shanks asked a why the total mileage on the fleet mileage report does not add up properly and if the Board needs the report. Mark Dixon stated that this is a glitch on the report and will look at getting this corrected. Dick Dobbin stated that the Board books have the capital projects and he would like to keep the fleet mileage report in the Board books. Gerald Shanks stated the tapes for executive session for Cornville needs to be addressed and locked up. Debbie Lewis stated that she is aware of this; they have been locked up and will handle in connection with the retention schedule.

**Current events:** Chief Doerksen stated that the County Assessor has sent out an estimate of assessed valuation and we are down approximately 20%. Gerald Shanks stated that VVAC got an estimate for a solar system and they get their first year electric free without having to put out any monies. Gerald Shanks would like our District to look into this.

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

- A.** Review of Legislation, Issues and Other Organizations or Agencies that may Impact Verde Valley Fire District: Dick Dobbin gave an overview of the Verde Santa Fe annexation. Chief Doerksen gave an overview on Prop 13. Chief Hazime asked questions regarding Proposition 13.
- B.** Discussion and Possible Action Regarding Appointment of Interim or Permanent Fire Chief: **Gerald Shanks reviewed the recruitment and selection policy. Motion** was made by Dick Dobbin that the Verde Valley Fire District Board approve to hire Nazih M. Hazime to become the Fire Chief and that no interim position for him is necessary. His first day of employment to commence on September 19, 2011. The residency requirement for Chief Hazime will be waived pursuant to decision of the Fire Board. Chief Hazime will be placed at a salary of step #10 on the current earning scale for Fire Chief. A 30 day vacation bank will be given upon Chief's start date. 30 additional vacation days will be added upon each attained anniversary date of employment. Retirement benefits will be same as for other District employees participating in PSPRS. A cell phone stipend of \$50.00 per month will be paid. Chief Hazime will be given all of the other benefits provided Verde Valley Fire District employees pursuant to District policies, procedures and rules and regulation as currently provided. At the August 8, 2011 Special Board meeting, Chief Hazime was approved for reimbursement to purchase a round trip airfare to travel here for his interview process on August 22, 2011. VVFD will supplement Chief Hazime's travel expenses to include the cost of the rental car, fuel, meals, and his last night's hotel stay on August 23, 2011 prior to his departure to return to Michigan. Second was made by Bob Eddingfield. **Motion** carried unanimously. Gerald Shanks, Ken Bishop, Dick Dobbin, Bob Eddingfield, and Matt Robertson voted aye. Dick Dobbin welcomed Chief Hazime to Verde Valley Fire District.

**C. Station 31 Remodel: Shaun McCallum gave an overview on the cost to remodel station #31 and the estimate is between \$175,000 to \$200,000. We could save around \$10,000 if we use wood and not block on exterior walls. Bob Eddingfield asked what the timeframe would be. Shaun McCallum stated that he does not have a timeframe yet. Motion was made by Ken Bishop to proceed with plans and to pursue the bidding process. Second was made by Bob Eddingfield. Motion carried unanimously.**

Break taken at 11:26

Resume meeting at 11:33

**D. Discussion, Clarification and Possible Action on Wage Scale Modifications: Gerald Shanks stated that he brought this up because he did not see things happening as he thought they should be. Gerald Shanks gave an overview of the salary survey process that took place in 2007. Gerald Shanks asked for input on who has the ability to change the wage scale. Chief Hazime stated not knowing the full picture or what has taken place in the past that these decisions should fall under the Chief's position. Chief Hazime asked the Board to give him a chance to come onboard and look at things and see if any changes need to be made. Matt Robertson stated that this has never been an issue until recently and this is how businesses are run, the Chief has our faith and has our confidence to manage and we hold him responsible and accountable to do that. Matt Robertson does not think this will be an issue, that this is an isolated incident and does not think that this is something that the Board will have to concern themselves with in the future. Matt Robertson stated we hired someone that we believe in and have confidence in and Chief Hazime will right the wrongs and lead us down a path with his visions for our District. Dick Dobbin stated that a policy may not be possible for every situation, however with the intent to let the Chief do his job he should bring this to the Board when appropriate to be fiscally responsible. Motion was made by Bob Eddingfield to table for 90 days. Second was made by Ken Bishop. Motion carried unanimously.**

**E. Discussion and Action Regarding the Employee Awards Dinner: Bob Eddingfield asked if we want to do a picnic again. Matt Robertson would like to get the opinion of staff. Gerald Shanks wants to have it in springtime. Bob Eddingfield stated he thought that we should have the entire event catered.**

**ADJOURNMENT: 11:55 AM**

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