

MINUTES

REGULAR MEETING OF VERDE VALLEY FIRE DISTRICT BOARD OF DIRECTORS, HELD OCTOBER 25, 2011, AT STATION 32, 1120 SOUTH PAGE SPRINGS ROAD, CORNVILLE, AZ.

MEETING CALLED TO ORDER: 10:00 AM

PRESENT:

Dick Dobbin
Ken Bishop
Matt Robertson
Bob Eddingfield
Gerald Shanks

STAFF:

Chief Nazih Hazime
Assistant Chief Jerry Doerksen
Debbie Lewis

APPROVAL OF AGENDA: **Motion** was made by Ken Bishop to approve the agenda as presented. Second was made by Matt Robertson. **Motion** carried unanimously.

APPROVAL OF MINUTES: **Motion** was made by Matt Robertson to waive the reading of and to approve the minutes of the regular meeting on September 27, 2011. Second was made by Bob Eddingfield. **Motion** carried unanimously.

SCHEDULED PUBLIC APPEARANCES:

- 6A. Audit Review of FY 2010-2011-** Kay Green, with Assurance Professionals, stated that the District did a good job keeping costs down during these economic times. Kay Green stated that there were no audit findings and this is as good as it can get in the audit world. Kay Green stated that the Districts internal controls are being followed and working well based on the transactions she reviewed. **Motion** was made by Ken Bishop to approve the Annual Audit for FY 2010-2011 as presented. Second was made by Matt Robertson. **Motion** carried unanimously.
- 6B. Discussion and Possible Action to Award Bid for Remodel of Station #31, 2700 Godard Road-** Chief Hazime reviewed the proposals and bidding process. Chief Hazime stated that the bids came in higher than expected. Chief Hazime stated that the options are to award the bid or to change the specs and then go out to bid again. Eric Seitz, with Seitz Architectural Design, stated that a big factor of the bids coming in higher was due to items such as the cabinet material and other finishes and not the structural costs. Chief Hazime stated that the lowest bidder is willing to make the changes and bring the costs down, but his recommendation is to go out to bid again with different specs. Dick Dobbin stated that he would agree with Chief Hazime that the original bidders would come back with a better price if it went out for rebid. Bob Eddingfield stated that the remodel has been discussed for a long time and he would like to see us do this and move forward. Ken Bishop stated that he would give priority to remodel station #31. Gerald Shanks stated that if our assessed values do go down again this year by 17% we will not have additional monies and it is extremely important to keep monies in order to continue to provide services. **Motion** was made by Bob Eddingfield, to award bid to Tierra Verde in the amount of \$327,985.00. Second was made by Ken Bishop. **Motion** carried 3-2. Bob Eddingfield, Ken Bishop and Matt Robertson voted aye. Gerald Shanks and Dick Dobbin voted nay. **Motion** was made by Bob Eddingfield that the additional funding needed for the remodel of station #31 be taken from the funds allocated for the Verde Santa Fe station. Second was made by Ken Bishop. **Motion** carried 3-2. Bob Eddingfield, Ken Bishop and Matt Robertson voted aye. Gerald Shanks and Dick Dobbin voted nay.

CALL TO PUBLIC: NONE

REPORT: Chief Hazime stated that we are trying to streamline some things in our day to day operations. Chief Hazime will have his first “facts from the Chief” article coming out in November in the Journal Extra. Chief Hazime stated that all reports will be sent to Jennifer Shilling electronically and Chief Hazime will then review them and place items in his Chiefs report to the Board. Chief Hazime asked the Board to forward any corrections they have to the minutes to Debbie Lewis promptly so she can make corrections prior to the public viewing them. Chief Hazime stated that the grants for the car seat program have been successful, a special thanks to district for managing the program, also thanks to Wal-Mart and Verde Valley Fire District Charities for their support with car seat program. Chief Hazime stated, in regards to Wildland deployment and recovery, we are getting more funds back than other Districts. Chief Hazime will be signing check requests on Thursday and would like the Board Members to sign checks every other Friday. Chief Hazime has reduced the take home vehicles 4 to 3. Chief Hazime will have a meeting on October 26th to review the policy for Staffing coverage. Chief Hazime stated that Emergency Mgmt spoke at the Verde Valley Fire Chiefs meeting and reviewed the process for receiving sandbags. Chief Hazime will be attending the Arizona Fire Service Institute committee meeting. Chief Hazime looked into the solar system with VVAC and asked the Board if they are interested in a presenter coming to a meeting. Chief Hazime is in touch with John Flynn regarding Proposition 13. Gerald Shanks stated that Chief Hazime addressed the Cornville Community Association and did an excellent job; the meeting was very well received and very good for our District. Dick Dobbin asked about the fleet management report and if we have taken a good look at it and the process to replace the apparatus. Chief Doerksen stated that Chief Hazime and he met and they are looking at the possibility of extending the purchase of an ambulance for one additional year.

CURRENT EVENTS: None

DISCUSSION AND POSSIBLE ACTION:

- A. Review of Legislation, Issues and Other Organizations or Agencies that may impact Verde Valley Fire District:** Chief Doerksen stated that the CON legislation was addressed and how this could affect our District and AFDA. We will continue to watch this. Matt Robertson stated if the City took over the CON then the City would also be responsible for 5 miles outside of their city. Chief Doerksen stated that AFDA is looking at legislation to automatically increase the mil rate cap above \$3.25 if the District keeps their tax levy the same or lower it. Dick Dobbin asked what the status is on the FDAT taxes. Chief Doerksen stated FDAT will probably be left alone at this time. Chief Doerksen stated that the Consortium is still moving forward and he will keep everyone updated.
- B. Discussion of Impacts of Other Jurisdictions with Verde Valley Fire District-** Dick Dobbin stated that he had spoken with Mark Dixon to see what the Firefighters have been doing to get information out to the public in Verde Santa Fe. Dick Dobbin stated that he was disappointed in what was not being done to organize or have Fire District volunteers go out to do the door-to-door to the residents. Dick Dobbin gave an update on the annexation process and stated that there is a false sense of security that the annexation will not take place. Chief Hazime asked Dick Dobbin to keep him informed of any opportunity he has to speak to the Verde Santa Fe community and share the facts with them. Dick Dobbin stated he is disappointed that more Fire District individuals did not personally help with costs or donations toward defeating the VSF annexation. Matt Robertson stated that it is a shame the flyer went out at the expense of the committee that opposes the annexation. Further discussion was held with Board Members. Gerald Shanks stated that the important thing that came out of that meeting, the City Council held on October 6, 2011, is that the City made it clear that the renter is not responsible for the 3% renter sales tax and that the home owner is responsible for the renter sales tax.

C. Possible Vote to go into Executive Session RE: Personnel Matters Pursuant to A.R.S. 38-431.03.A(1) Fire Chief's Roles and Responsibilities- Motion was made by Dick Dobbin to go into Executive Session. Second was made by Bob Eddingfield. **Motion** carried unanimously.

ADJOURNMENT TO EXECUTIVE SESSION: 11:42 a.m.

RESUME EXECUTIVE SESSION: 11:53 a.m.

ADJOURNMENT FROM EXECUTIVE SESSION: 12:30 p.m.

RESUME REGULAR MEETING: 12:31 p.m.

D. Discussion and Possible Action Regarding the Fire Chief's Roles and Responsibilities- Dick Dobbin stated that the Board recognizes that Chief Hazime has been here a short time, but has done a very good job in his role in adapting and being the Fire Chief. The Board supports him and will discuss at subsequent meetings how he improves the Fire District and advances with his necessary diplomacy. Gerald Shanks stated that in the AFDA handbook there is a good section on Elected Officials responsibilities and suggests Board Members review this. Gerald Shanks stated the importance of working as a team.

ADJOURNMENT: 12:38 PM

BOARD CLERK: _____ **DATE:** _____