

MINUTES

REGULAR MEETING OF VERDE VALLEY FIRE DISTRICT BOARD OF DIRECTORS, HELD JUNE 23, 2009, AT STATION 32, 1120 SOUTH PAGE SPRINGS ROAD, CORNVILLE, AZ.

MEETING CALLED TO ORDER: 10:03 AM

PRESENT:

Bob Eddingfield
Matt Robertson
Dick Dobbin
Ken Bishop
Gerald Shanks

STAFF:

Chief Jerry Doerksen
Assistant Chief Flummer (absent)
Debbie Lewis

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

APPROVAL OF MINUTES: **Motion** was made by Bob Eddingfield to waive the reading of and to approve the minutes of the regular meeting on May 26, 2009. Second was made by Ken Bishop. **Motion** carried unanimously. **Motion** was made by Ken Bishop to waive the reading of and approve the minutes of the Special Session Meeting June 10, 2009. Second was made by Matt Robertson. **Motion** carried 4-1. Gerald Shanks abstained.

SCHEDULED PUBLIC APPEARANCES: NONE

CALL TO PUBLIC: NONE

REPORTS: With no questions on the financial statements, **Motion** was made by Gerald Shanks, to approve the financial statement as presented. Second was made by Bob Eddingfield. **Motion** to approve financial statement carried unanimously.

Chief Doerksen reviews new ambulance reports.

Chief Doerksen reviews updates from Chief's Report. Memorial Attendance, AFDA Meeting, Arizona Fire and Burn Educators Meeting. Firefighter Currence applied for NFA. Chief Doerksen is heading to NFA in July for his third EFO class. Dick Dobbin asks about the mutual aid update if it is new. Chief Doerksen states that it is not new and has been around since 2007 and reviews the process. Dick Dobbin asks if we stagger the testing of the SCBA's. Chief Doerksen explains that they were on the Grant and that they did stagger sending them down for testing.

DISCUSSION AND POSSIBLE ACTION:

A. TAX REVOLT / LEGISLATIVE REVIEW: Gerald Shanks has been gone so does not have any update. Chief Doerksen reviews what was stated at AFDA meeting. He received something last week that indicated that some legislation has been moved up until June 30th.

B. HIGHWAY SAFETY GRANT – RESOLUTION 2009-06: Seth Murphy and Merry Shanks have submitted for the Assistance to Firefighters Grant, for a portable light tower to use on highway rescue assignment. The total cost of the portable light tower is \$10,146.00. There are no matching funds required from our District. This grant requires a Resolution from the Board showing your support for the grant.

Motion was made by Ken Bishop, to approve Resolution 2009-06 giving approval for submission of projects for consideration in Arizona's 2009-2010 fiscal years Highway Safety Plan. Second was made by Bob Eddingfield. **Motion** carried unanimously.

C. AWARD OF AUDIT: The Board requested proposals for this years District’s annual audit. Letters requesting proposals were sent to 3 firms. We received 3 proposals, with the results listed below.

Regier Carr & Monroe, L.L.P., CPA, which completed our audit last year \$6,500 plus out of pocket expenses costs of \$500

Breecher & Company, PC \$6,300

Frost, Stephens & Company, P.C. \$6,500 - \$7,500

Motion was made by Bob Eddingfield, to approve of the audit proposal with Breecher & Company, PC, for the auditing services of the District’s financial affairs for FY 08-09, in the amount of \$6,300. Second was made by Ken Bishop. **Motion** carried unanimously.

D. EMPLOYEE BENEFIT PROPOSAL – HEALTH ADVOCATE: We will be switching the Basic Life and AD&D from Met Life to Hartford. We will get the same protection from a top insurance agency with a savings of \$100 per month. We are proposing using \$60 per month of this money for a Health Advocate program for the employees. This program has proven very helpful when finding the best providers of the District health insurance carrier. If there is not a qualified provider within our insurance carrier they will work to find a provider and see if our insurance carrier will cover the cost as in network. Our agent feels that this is an excellent program and may be a great savings for our employees and the District.

Bob Eddingfield would like this to be taken back to the staff and see what they think of the program. Ken Bishop and Gerald Shanks both agree that staff should review this.

Dick Dobbin asks about heath insurance. Chief Doerksen explains that we will be staying with Blue Cross Blue Shield since their increase was the lowest of all companies that gave us a proposal.

Motion was made by Gerald Shanks to table item until the employees have a chance to review this plan. Second was made by Matt Robertson. **Motion** carried unanimously.

E. PURCHASING POLICY: Gerald Shanks asked for this item to be placed on June’s agenda. His concerns were the duplication of signatures needed from Board Members on both the Purchase Order and the check. This in turn would reduce the work load on Administration Staff. Attached are some samples of changes that may be made.

Because the Board may be changing auditors, which may have different recommendations for policy changes, it is recommended that the changes be approved by next year’s auditor before approval.

Motion was made by Gerald Shanks to table the Online Banking until further information is available. Second was made by Ken Bishop. **Motion** carried unanimously.

F. MATCHING FUNDS FOR STIMULUS GRANT: The Firefighters Fire Station Construction Grant that we are applying for does not require any matching funds. The grant application does state that if the requesting agency offers to pay matching funds their grant will move up on the list to be funded. We do have \$1,775,186.00 in the Capital Reserve Account, which we have tried to keep in reserve because of projected decrease in assessed values and proposed propositions as well as for future capital purchases. If funds are used it will reduce our ability to react to future revenue declines. If funds are approved it would increase our chance for funds to build a needed and planned station saving our taxpayers money in the future.

Gerald Shanks reviews that the Stimulus Grant will not pay for Administrative offices therefore we will have to make offices operational, we would then have to remodel station #31. Gerald Shanks states we should apply for the Grant without added any additional funds to the building of the new Fire Station. Matt Robertson reviews the stimulus meeting that was held on Monday, June 22, 2009. If we add additional funds it will make our Grant more palatable and will help our chances of getting this Grant.

Dick Dobbin asks if the state could ever tap into our Capital Reserve account funds. Bob Eddingfield asks if we can refuse the Grant. Ken Bishop states that he does not want to spend money not knowing what the future can bring and does not want to jeopardize jobs. Discussion regarding how committed we would be once we are accepted. Gerald stated that he would rather not give it away if we were to be awarded the grant monies. Matt Roberson states that he thinks that our chances of being awarded this grant might be better than we think.

Motion was made by Ken Bishop stating the Board supports applying for the Grant with no matching funds, preserving our Capital Reserve Funds for manning and equipment as necessary. Second was made by Bob Eddingfield. **Motion** carried unanimously.

G. PANDEMIC PLAN PROCEDURE: Chief Doerksen gave a presentation on the Pandemic plan procedure.

H. DISCUSSION AND POSSIBLE ACTION TO ADJUST COMPENSATION FOR THE FIRE CHIEF:

Motion was made by Bob Eddingfield to move to Executive Session. **Motion** died by lack of second. Chief Doerksen has asked the Board discuss this in the public meeting and not go into Executive Session.

Motion was made by Gerald Shanks, to approve the Chief's pay by 2.5% beginning July 1, 2009. Second was made by Ken Bishop. **Motion** carried unanimously.

BOARD MEMBER COMMENTS: Bob Eddingfield asked if we had any response for the posting of the preliminary budget. Chief Doerksen states we have not had any public response on the preliminary budget posting. Dick Dobbin thinks he will send out an e-mail to people he knows to invite them to our meetings. It might be good to hear comments regarding how the public feels about our budget, mil rates, etc. He likes what we do and says it would be nice to hear from people that are happy about what we do. A group discussion began regarding how to get the public to our meetings. Gerald and Bob both mentioned having people come to them and relay that they are happy with our District. Chief may put together a presentation based on the research he has collected while writing his research paper. This would show that the Fire Districts receive only a small portion of all the taxes collected even though it is a quarter of the property taxes.

ADJOURNMENT: 12:42 PM

BOARD CLERK: _____ DATE: _____