

MINUTES

REGULAR MEETING OF VERDE VALLEY FIRE DISTRICT BOARD OF DIRECTORS, HELD OCTOBER 26, 2010, AT STATION 32, 1120 SOUTH PAGE SPRINGS ROAD, CORNVILLE, AZ.

MEETING CALLED TO ORDER: 10:01 AM

PRESENT:

Dick Dobbin
Ken Bishop
Matt Robertson
Bob Eddingfield
Gerald Shanks

STAFF:

Chief Jerry Doerksen
Assistant Chief Flummer
Debbie Lewis

APPROVAL OF AGENDA: **Motion** was made by Dick Dobbin move item 9A up to follow 7A Call to Public. Gerald Shanks asked that the staff move any appearances to the beginning of the agenda. Second was made by Ken Bishop. **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 September 28, 2010. Second was made by Matt Robertson. **Motion** carried. 4-1 Gerald Shanks abstained.

SCHEDULED PUBLIC APPEARANCES: NONE

CALL TO PUBLIC: NONE

9A. AUDIT REVIEW OF FY 2009-2010: Gerald Shanks asked a question to Kay Green regarding budgeting and Grant Monies. Kay Green stated to set up a special revenue fund in the budget and amend the budget as needed. Dick Dobbin stated when completing the budget we anticipate that we are going for a Grant that this is not coming out of the taxpayer levy and that the monies are only spent if we receive a Grant. Kay Green agreed and to make it transparent. Gerald Shanks asked about our purchasing policy and should a purchase order be signed by Board prior to issuing the check. Kay Green stated that in an ideal world that should happen but it doesn't always happen that way. Kay Green stated that this is one of the best Fire Districts that she audits and that the paperwork is complete. Dick Dobbin asked a question regarding the accounting basis. Gerald Shanks stated that they had the accounting as accrual and then changed to a cash basis. Kay Green stated the reports for the Ambulance billing is really minor and the reports they currently use just need more detail. Kay Green stated that Debbie Lewis and her staff have done a good job. Kay Green also stated that Debbie Lewis did an outstanding job on closing out the Volunteer Pension Fund. Kay Green wished that all the other Fire Districts would be doing as good of job as VVFD. **Motion** was made by Dick Dobbin, to approve the Audit for FY 2009-2010 as presented. Second was made by Matt Robertson. **Motion** carried unanimously.

REPORTS: Chief Doerksen reviewed Financial, Chief's, Assistant Chief's, Administration, Training, Captain's and PIO's reports. Matt Robertson asked about account #5110 (mandated cancer insurance) and if the cost was lower than last year. Debbie Lewis stated the cost did go down from last year. Matt Robertson asked about account #6040 (training facility fees) and why it is over. Chief Doerksen stated that the cost went up from last year and they are currently reviewing the process and trying to come up with a solution at the Training Center. Matt Robertson asked if the college is paying dues for the Training Center. Chief Doerksen stated that they are not currently contributing but they have purchased a compressor, concrete, turnout gear and pay for the utilities for the training room. Matt Robertson asked if the college will be responsible in the future for helping fund the Training Center. Chief Doerksen stated that they are still reviewing that. Chief Doerksen stated that it is great to have a training room there and it is still being discussed with the college.

Chief Doerksen read part of a letter sent to John Grantham from one of the Angel Valley Sweat Lodge patents.

DISCUSSION AND POSSIBLE ACTION:

B. REVIEW OF LEGISLATION, ISSUES AND OTHER ORGANIZATIONS OR AGENCIES THAT MAY IMPACT VERDE VALLEY FIRE DISTRICT: Chief Doerksen stated that he met with Dan Lueder and that the City of Cottonwood is not actively looking at annexing Verde Santa Fe or Amante. Gerald Shanks stated that there is a legislative proposal from the City of Yuma to allow the City to take the CON. Gerald Shanks stated we need to keep an eye on this proposal. Chief Doerksen stated that AFDA is pushing for fire authorities.

Break taken at 11:30 a.m. Meeting resumes at 11:38 a.m.

C. VERDE SANTA FE STATION UPDATES AND APPROVAL FOR FUNDING AND OTHER NEEDS: **Motion** was made by Matt Robertson, to approve staff to enter into a rental agreement for a house for an interim station up to \$1,300.00 per month. Second was made by Ken Bishop. Chief Doerksen gave an updated on the progress for the new fire station at Verde Santa Fe. Additional discussion between Board Members regarding hiring Reserves. **Motion** died. **Motion** was made by Matt Robertson to approve staff to pursue purchasing the property at 6125 Hidden Ridge for under \$200,000 or to lease the property for up to \$1,300.00 per month if we cannot get an accepted purchase contract. Second was made by Ken Bishop. **Motion** carried unanimously.

D. APPROVAL OF POLICY UPDATES AND CHANGES: Chief Doerksen gave a brief overview of the proposed updates to the following polices.

- Residency Requirement – Changes in Purpose and Scope to reflect the Policy and Guidelines
- Statutory Benefits – No change
- Physical Fitness- Correction in word and reference number
- Public Safety Personnel Retirement System – Changes were made to refer items that are controlled by State Statute and PSPRS to their regulations as VVFD has no control over them.

Motion was made by Bob Eddingfield to approve the policies as presented by the Policy Review Committee, Residency Requirement, Statutory Benefits, Physical Fitness, and Public Safety Personnel Retirement System. Second was made by Dick Dobbin. Gerald Shanks stated that he has never been more opposed to a policy change that he is with the Residency Requirement. Matt Robertson stated that he feels just the opposite of what Gerald Shanks feels and we should get quality staff no matter where they live. **Motion** died.

Motion was made by Matt Robertson to approve the Residency Requirement Policy as presented by the Policy Review Committee. Second was made by Ken Bishop. **Motion** carried 4-1. Gerald Shanks voted nay.

Motion was made by Matt Robertson to approve the Statutory Benefits Policy as presented by the Policy Review Committee. Second was made by Dick Dobbin. **Motion** carried unanimously.

Motion was made by Ken Bishop to approve the Physical Fitness Policy as presented by the Policy Review Committee. Second was made by Bob Eddingfield. **Motion** carried unanimously.

Motion was made by Matt Robertson to approve the Public Safety Personnel Retirement System Policy as presented by the Policy Review Committee. Second was made by Bob Eddingfield. **Motion** carried unanimously.

E. FIRE CHIEF'S ANNUAL PERFORMANCE EVALUATION AND COPENSAATION PLAN: **Motion** was made by Matt Robertson to adjourn to Executive Session at 1:05 PM. Second was made by Ken Bishop.

Motion carried unanimously. Executive Session was called to order at 1:07 PM. Adjournment of Executive Session at 2:17 PM. Regular meeting resumes at 2:19 PM.

F. DISCUSSION AND POSSIBLE ACTION TO ADJUST PAY AND BENEFITS FOR THE FIRE

CHIEF: Motion was made by Bob Eddingfield that the pay and benefits remain the same as they currently are. Second was made by Matt Robertson. **Motion** died. **Motion** was made by Gerald Shanks to come back in 180 days in order to give Chief Doerksen time evaluate and correct deficiencies in following policy and at that time the Chief will receive another evaluation and pay and benefits will be reviewed at that time. Second was made by Dick Dobbin. **Motion** carried unanimously.

ADJOURNMENT: 2:34 PM

BOARD CLERK: _____ **DATE:** _____