

Copper Canyon Fire & Medical Authority

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MINUTES OF THE REGULAR BOARD MEETING OF THE COPPER CANYON FIRE & MEDICAL AUTHORITY June 23, 2016

Pursuant to notice, a regular meeting of the CCFMA (Copper Canyon Fire & Medical Authority) was called to order at 10:25 am on Thursday, June 23, 2016.

Present: George Kleindienst – Chairperson; Robert Satran – Board Member; Ken Krebbs – Board Member; David Curtis– Board Member **Not Present:** Carol Keeton – Clerk

Staff: Terry Keller – Fire Chief; Robyn Cook – Administrative Manager; Cindilee Davis – Administrative Accounts Assistant;

Salute to the flag of the United States of America and Moment of Silence to Honor all American Men and Women in service to our Country, Firefighters, and Police Officers: led by Chairman Kleindienst

Call to the Public: none

5) Approval of minutes:

A: May 31, 2016: Board Member Krebbs made a motion to approve the Special Meeting Minutes of May 31, 2016. Board Chair Kleindienst seconded. Motion passed unanimously.

B: June 10, 2016: This item was tabled.

6) Discussion, possible action or staff direction on approving Resolution 2016 – 004 to establish a Deferred Compensation Plan (457) with National Benefit Services for the Fire Authority: Ms. Cook informed the Board that they would need to approve a Resolution to establish a 457 Plan with National Benefit Services. She stated that this 457 Plan is in addition to the 457 Plan with Nationwide approved at the June 10, 2016 Board Meeting.

Board Member Satran made a motion to approve Resolution 2016-004 to establish a Deferred Compensation Plan with National Benefit Services for the Fire Authority. Board Chair Kleindienst seconded. Motion passed unanimously.

7) Discussion, possible action or staff direction on approving the Intergovernmental Agreement with Yavapai Apache Nation for fire protection services for the Cliff Castle Casino and surrounding properties, Resolution 2016-005: Ms. Cook informed the Board that they would need to approve a Resolution to establish an Intergovernmental Agreement with Yavapai Apache Nation for fire protection services for the Cliff Castle Casino and surrounding properties.

She stated that this Agreement includes an increase covering approximately six (6) months of the new hotel. Next year the Agreement will include the addition of the garage building that is anticipated to be completed.

Board Member Satran inquired if additional equipment, i.e.; Ladder Truck, will need to be purchased. Chief Keller stated that it is not feasible for just one building and the Authority doesn't have a station that can house that size of a truck.

Chief Keller explained that the Nation kept the Fire District involved in the initial meetings with outside consultants and that the building is complete with fire doors, sprinklers and alarms that will be a great benefit on containing any possible fires.

Board Member Krebbs made a motion to approve Resolution 2016-005 and the associated Intergovernmental Agreement with the Yavapai Apache Nation for fire protections services for the Cliff Castle Casino and surrounding properties. Board Member Satran seconded. Motion passed unanimously.

8) Discussion, possible action or staff direction on approving the Intergovernmental Agreement with Yavapai Apache Nation for fire protection services for tribal lands, Resolution 2016-006: Ms.

Cook informed the Board that they would need to approve a Resolution to establish an Intergovernmental Agreement with Yavapai Apache Nation for fire protection services for tribal lands. She stated this Agreement includes that portion of tribal lands located in Lake Montezuma and Rimrock.

Chief Keller stated that this Agreement was decreased as the Nation did not receive an adjustment during the recession. Next year it is anticipated that approximately 28 new homes and a community center will be built resulting in an increase in that Agreement.

Board Member Satran made a motion to approve Resolution 2016-006 and the associated Intergovernmental Agreement with the Yavapai Apache Nation for fire protections services for tribal lands. Board Chair Kleindienst seconded. Motion passed unanimously.

9) Discussion, possible action or staff direction on approving the employment contract for Chief Terry Keller: Chief Keller requested that he would like to change paragraph 3.7, he stated that he is not currently reporting at the first of every month the meetings that he attends or his scheduled vacation days.

Board Chair Kleindienst made a motion to approve Chief Keller's employment contract with the removal of that portion of paragraph 3.7 that requires the Chief to report at the first of every month the meetings he attends and his scheduled vacation days. Board Member Satran seconded. Motion passed unanimously.

13) Discussion, possible action or staff direction on the Certificate of Necessity (CON) of CVFD and MRFD and transferring it to the Authority: Chief Keller informed the Board that he and Ms. Cook, Chairman Kleindienst and Board Member Welsch met with Todd Jaramillo and Aaron from DHS to discuss what options are available with the CON's held by CVFD and MRFD.

Chief Keller explained that the best option is for CVFD to transfer it's CON to MRFD, then MRFD will transfer to Copper Canyon Fire & Medical Authority, we will look at adjusting rates and response times. All this can be done in one application.

Todd and Aaron have offered to work closely with Chief Keller and Ms. Cook so that any issues that may arise can be handled immediately. This whole process will take 4-6 months if all goes smoothly. In the meantime both CVFD and MRFD will each separately handle their own Districts EMS billing.

10) Budget Workshop: Ms. Cook stated that the Budgeted Revenue will show both CVFD and MRFD portion of the property tax. Each District will be keeping one half of their ambulance revenue in order to offset the ambulance billing expenses.

Workers Compensation estimates came in at \$128,000 from Copper Point and \$119,000 from 7710 who we are going with. The Pooled Workers Compensation plan won't be ready till next year in order to bring in more Fire Districts.

John C. Lincoln Deer Valley (JCL) will be the base hospital but we will be able to use the restocking service at Verde Valley Medical Center.

CVFD paid off an equipment lease and MRFD paid off a brush truck lease and is waiting on the payoff figure for Microwave Tower Lease.

11) Discussion, possible action or staff direction on approving the preliminary budget for fiscal year 2016-2017 to be published and setting the public hearing for the final adoption of the budget for July 21, 2016. Ms. Cook stated the preliminary budget for fiscal year 2016-2017 to be published is \$5,849,000.

Board Chair Kleindienst made a motion to approve the preliminary budget in the amount of \$5,849,000 for fiscal year 2016-2017 for publishing and setting the public hearing for the final adoption of the budget for July 21, 2016. Board Member Krebs seconded. Motion passed unanimously.

12) Discussion, possible action or staff direction on approving joining ASRS as the retirement plan for administrative and support personnel for the Authority, Resolution 2016 – 007. Ms. Cook stated there are two issues to be considered, first CVFD is a non-218 agreement member while MRFD is a 218 agreement member. The difference is that social security is withheld along with ASRS retirement from MRFD.

Chief Keller and Ms. Cook recommend going with the non-218 agreement as that is the least costly to the Authority, as for Ms. Davis, will have 6.2% employer/employee match place into her Nationwide 457 account to offset her loss of social security.

The second issue is that it takes time to establish the new plan so there will be delay in the begin date. The solution is to continue to withhold and match the amounts from the employees pay in order to buy back the time that is missed. The administrative and support personnel affected are on board with this solution.

Board Chair Kleindienst made a motion to approve Resolution 2016-007 and the associated ASRS agreement as a non-218 agreement member and to buy back all time for eligible employees of CCFMA. Board Member Krebs seconded. Motion passed unanimously.

14) Update and discussion on migration from Camp Verde and Montezuma Rimrock Fire Districts to the Fire Authority: Chief Keller informed the Board that things seem to be going smoothly with lots of balls in the air. Thanks to Ms. Cook for keeping all the "balls" organized and to all the administrative staff.

The next items that are coming up are the policy changes merging the CVFD vacation/sick time policy with MRFD PTO policy, and the collection contract. The SOG's and operational procedures are in the process of being combined as well.

11) Adjournment: Board Chair Kleindienst made a motion to adjourn the meeting at 11:15am, Board Member Krebs seconded.

David Curtis – Acting Clerk