



Camp Verde Fire District

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MINUTES OF A REGULAR MEETING OF THE CAMP VERDE FIRE DISTRICT GOVERNING BOARD MEETING HELD March 16, 2016

Pursuant to notice, a regular meeting of the Camp Verde Fire District was called to order at 9:30 am on Wednesday, March 16, 2016.

Present: George Kleindienst - Chairperson; David Curtis- Clerk Linda Welsch – Board Member; Steve Darby – Board Member; **Not Present:** Ken Krebbs – Board Member

Staff: Terry Keller – Fire Chief; Robyn Cook – Administrative Manager; Misty Weatherford – Administrative Accounts Assistant; Kristi Gagnon – Fire Marshal; Eric Strauss – Battalion Chief; Steve Sarkesian – Battalion Chief; Daniel Elliott – Captain; Mike Loza – Firefighter; Clint Gillespie – Firefighter; Jon Carrillo – Firefighter; Tyler Rezzonico – Engineer; Rusty Welsch – Captain; Charles Miller – Captain; Joe Bleak – Firefighter; Adam Senger – Firefighter;

Others Present: Kathryn Miller; Joann Miller; Coy Miller; Lisa Elliott; Kathie Sangster; Becky Welsch; Linda Welsch; John Welsch; Courtney Rezzonico;

Pledge of Allegiance: led by Dave Curtis

Call to the Public: none

5) Badge Pinning:

- A. Captain Charles Miller pinned by his son, Coy.
- B. Captain Rusty Welsch pinned by his wife, Becky.
- C. Captain Daniel Elliott pinned by his wife, Lisa.
- D. Engineer Tyler Rezzonico pinned by his wife, Courtney.

6) Approval of Minutes:

- A. **Regular Meeting on December 16, 2015:** Clerk Curtis made a motion to approve the Minutes from the Regular Meeting on December 16, 2015. Board Member Darby seconded. Motion passed unanimously.
- B. **Regular Meeting on February 17, 2016:** Board Member Darby made a motion to approve the Minutes from the Regular Meeting on January 20, 2016. Chairperson Kleindienst seconded. Motion passed 3:1 with Clerk Curtis abstaining.
- C. **Executive Session on February 17, 2016:** Chairperson Kleindienst made a motion to approve the Minutes from the Executive Session on February 17, 2016. Board Member Welsch seconded. Motion passed 3:1 with Clerk Curtis abstaining.

7A) Fire Chief's Report:

Call Review: Chief Keller reviewed the significant calls for the month of February.

District News: Chief Keller informed the Board that the Assessment Center for the Battalion Chiefs went very well and they have officially began their shifts.

Chief Keller informed the Board that the oral board for reserve to firefighter was completed and we now have a promotional list to hire from.

Shared Services: Chief Keller informed the Board the Fire Chief's discussed a shared fleet repair and IT solutions. He stated that these ideas will be brought to the Shared Service meeting.

Community Outreach: Chief Keller informed the Board that CVFD held a community meeting on March 15th to inform and answer questions from the public regarding the possibility of a JPA with MRFD, he stated that there were only 5 citizens that attended.

7B) Financial Reports:

AAB Billing: Ms. Cook stated that the ambulance revenue was still over budget for the year, but we are starting to see the decrease in revenue from the changes to AHCCCS.

Financial: Ms. Cook answered questions the Board had regarding financial disbursements for the month of February.

Revenue: Ms. Cook stated that the tax revenue is on track for the year.

8) Approving the February 2016 Financial Reports: Board Member Welsch made a motion to approve the financial reports for February 2016. Clerk Curtis seconded. Motion passed unanimously.

9) Discussion and possible action on revising the categories for Fire Chief's Evaluation: Chairperson Kleindienst informed the Board that he revised the categories for the Fire Chief Evaluation form. This item was tabled.

10) Discussion, possible action or staff direction on the dedication plaque for Station 81: Chairperson Kleindienst stated that he would like to see the dedication plaque for Station 81.

Staff was directed to get further information and present it at the next Board Meeting.

11) Discussion, possible action or staff direction on approving the Arizona State Forestry Division Cooperative Intergovernmental Agreement: Chief Keller stated that the Cooperative Intergovernmental Agreement with Arizona State Forestry Division is a renewal.

Board Member Welsch made a motion to approve the Arizona State Forestry Division Cooperative Intergovernmental Agreement. Board Member Darby seconded. Motion passed unanimously.

12) Budget Workshop – Discussion on Wages/Benefits and Review of Revenue for fiscal year 2016 – 2017: Chief Keller informed the Board that the proposed wages/benefits for the fiscal year 16-17 included positions for 3 new firefighters.

Chairperson Kleindienst stated that he can't see hiring the 3 new firefighters until we are ready to open a new station.

Clerk Curtis stated that, that was his argument when hiring the BC positions was taking away 3 firefighters off the line. He stated that he would like to backfill the positions back into the budget for the future of building a new station.

Chief Keller stated that he wanted to program the cost to hire back 3 new firefighters into the budget to see where the numbers were.

Chief informed the Board that Fire Marshal Gagnon had requested a raise or the possibility of hiring a fire inspector.

Fire Marshal Gagnon stated that she is very busy and unable to fulfill the state required inspections.

Clerk Curtis stated that before we add any new positions we need to get through the JPA and do a strategic plan with the positions.

Board Member Welsch would like to leave the positions in the budget at this time.

The Board consensus was to leave the positions in the Budget at this time.

13) Discussion, possible action or staff direction on approving Resolution 2016 – 001 to annex the property located at 3695 West Center Lane into the District: Board Member Darby made a motion to approve Resolution 2016-001 to annex the property located at 3695 West Center Lane into the District. Board Member Welsch seconded. Motion passed unanimously.

14) Discussion, possible action or staff direction on the Greater Verde Valley Emergency Services Sub-Committee adoption of the Strategic Planning Guidelines for the Agencies of the Shared Services Sub-Committee and the Strategic Planning Guidelines for Management Teams: Clerk Curtis stated that this was informational and that CVFD did not need to adopt the Guidelines.

15) Discussion, possible action or staff direction on approving the revised Intergovernmental Agreement for Emergency Telecommunication Network Services with Sedona Fire District: Chief Keller informed the Board that the revision to the IGA for Emergency Telecommunication Network Services was to include an ‘automatic renewal’ each year.

Board Member Darby made a motion to approve the revised Intergovernmental Agreement for Emergency Telecommunication Network Services with Sedona Fire District. Board Member Welsch seconded. Motion passed unanimously.

16) Discussion and update with possible action or staff direction on further information concerning the Joint Powers Authority with Montezuma Rimrock Fire District: Chief Keller stated that CVFD had a Community Meeting on March 15th and there were only 5 community members that attended.

Clerk Curtis stated that he doesn’t think the word is out in the town, yet. He stated that he would like to have another Joint Board Meeting to explain to the community explaining the process and what the responsibilities of each Board Member would be. He stated that showing them the ‘Nuts and Bolts’ of the budget would help them understand.

17) Future Agenda Items:

- Dedication plaque
- Budget
- JPA
- Revised categories for FC evaluation

18) Adjournment: Board Member Darby made a motion to adjourn the Regular Meeting at 11:41 am. Clerk Curtis seconded.