

Montezuma Rimrock Fire District



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MINUTES OF A REGULAR MEETING OF THE MONTEZUMA-RIMROCK FIRE DISTRICT GOVERNING BOARD MEETING HELD April 20, 2017

Pursuant to notice, a regular meeting of the Montezuma Rimrock Fire District was called to order at 10:06 am on Thursday April 20, 2017.

Present: Jane Harrington – Board Member; Jerry Taylor – Board Member; Keith Arment – Board Member; Robert Satran – Clerk; **Not Present** - Carol Keeton - Chairperson;

Staff: Terry Keller – Fire Chief; Robyn Cook – Administrative Manager; Misty Weatherford – Payroll / Benefits Specialist

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

Call to the Public: None.

5) Approval of Minutes.

- a. **Regular Meeting on March 16, 2017:** Board Member Taylor made a motion to approve the minutes from the Regular Meeting on March 16, 2017. Board Member Harrington seconded,
- b. **Ratification of Regular Meeting on February 16, 2017:** tabled

6) A Fire Chief's Report:

Chief Keller presented the board with the Chief's report:

- **Yavapai Apache Nation** – Sent letters requesting assistance for a fire chief vehicle as well as land to buy or trade for future fire station.
- **CON** – DHS will begin the advertising process and should be completed in approximately 6 weeks.
- **Shared Training Opportunities** – multiple trainings with VVFD. Live fire was a success. Also in the process of developing a high rise training with the casino for the new hotel.

6B) Administrative/Financial Report:

Ambulance revenue is down although overall calls increased, this may be due to lack of EMS calls.

- a. Discussion and ratification on transfer of funds from MRFD EMS account to CCFMA general fund on March 1, 2017 in the amount of \$17,755.50.
- b. Discussion and ratification on transfer of funds from MRFD general fund account to CCFMA general fund on March 15, 2017 in the amount of \$33,000.

7) Discussion, possible action or staff direction on approving the March 2017 Financial Reports.:

Board Member Taylor made a motion to approve the ratification a & b on the transfer of funds from MRFD to CCFMA and the financial reports. Board Member Arment seconded. Motion passed unanimously.

8) Discussion, possible action or staff direction on IFC 2012 Section 108 Board of Appeals; review of qualifications of proposed candidates and approval of same to serve as MRFD Board of Appeals:

Fire Marshal Gagnon presented the Board with 5 candidates to serve as CVFD Board of Appeals. She stated that all the candidates chosen have the necessary qualifications to serve on the Board of Appeals.

Board Member Taylor made a motion to approve the proposed candidates and to have the Fire Marshal assign the term appointments. Board Member Arment seconded. Motion passed unanimously.

9) Preliminary Budget Presentation and Discussion: Ms. Cook stated that there are no changes to the budget, we are just waiting for the final FDAT numbers to come in as well as the numbers for which auditor will be used.

10) Discussion, possible action or staff direction of draft CCFMA strategic plan: Chief Keller stated that he wanted to add the discussion from the report for the previous water issues at Station 81. He also stated that he was going to add an attachment for the vehicle schedule.

11) Discussion, possible action or staff direction on selecting an auditor for the annual audit for fiscal year ending June 30, 2017: Chief Keller informed the Board that CVFD requested to have a joint board meeting and to have HintonBurdick come and give a presentation to the boards.

The consensus of the Board was to move forward with a joint board meeting and to have HintonBurdick come and give a presentation.

******Board Member Taylor adjourned the meeting at 11:02 am******

12) Discussion, possible action or staff direction on changing the date for the May meeting from May 18, 2017 to May 25, 2017: Ms. Cook informed the Board that she will be out of town for the May 18th meeting. She also stated that by changing the meeting date to May 25th she will have the final FDAT numbers for the Budget.

Clerk Satran made a motion to change the Board Meeting date from May 18, 2017 to May 25, 2017. Board Member Harrington seconded. Motion passed unanimously.

13) Future Agenda Items:

- Budget
- Auditor
- JPA Board Member selection
- Minutes from February 16, 2017

14) Adjournment: Board Member Harrington made a motion to adjourn the regular Meeting at 11:04 am. Board Member Arment seconded. Motion passed unanimously.

Clerk