



Copper Canyon Fire & Medical Authority

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MINUTES OF THE REGULAR BOARD MEETING OF THE COPPER CANYON FIRE & MEDICAL AUTHORITY November 16, 2017

Pursuant to notice, a regular meeting of the CCFMA (Copper Canyon Fire & Medical Authority) was called to order at 10:22 am on Thursday, November 16, 2017.

Present: ; George Kleindienst – Chairperson; Carol Keeton – Clerk; Linda Welsch – Board Member; David Curtis– Board Member Jerry Taylor – Board Member

Staff: Terry Keller – Fire Chief; Robyn Cook – Administrative Manager; Kerrie Tarver – Administrative Support 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: led by Chairperson Kleindienst.

Call to the Public: none

5. **Possible vote to go into Executive Session pursuant to A.R.S. §38-431.03(A)(7):**

- A. **Purchase or trade of real estate** Board Member Taylor made a motion to go into Executive Session pursuant to A.R.S. . §38-431.03(A)(7) and invited Pete Roulette – Relator; any MRFD and CVFD Board Members; Staff – Terry Keller, Robyn Cook and Kerrie Tarver. Board Member Welsch seconded, motion passed unanimously.

Board Reconvened Regular Session at 11:17 am

6. **Discussion, possible action or staff direction from the Executive Session for the purchase or trade of real estate:** The board did not approve to sell or purchase anything at this time and staff is directed to continue pursuing options

7. **Approval of Minutes**

- A. **Regular Meeting on October 19, 2017** Clerk Keeton made a motion to approve the minutes of the Regular Meeting on October 19, 2017. Board Member Taylor seconded. Motion passed unanimously.

8. **Reports:**

- A. **Administrative/Financial Report:** Ms. Cook extended her thanks and appreciation to the administrative staff; Misty Weatherford – Payroll and Benefits Assistant, Cindilee Davis – Administrative Accounts Specialist and Kerrie Tarver – Administrative Support Specialist for their team effort, dedication, hard work and support they provide to the JPA.

Ms. Cook presented the financial report to the board. She addressed budget concerns regarding legal and electricity.

9. **Discussion, possible action or staff direction on approving the October 2017 Financial Reports.**
Board Member Welsch made a motion to approve the October 2017 Financial Reports. Board Member Taylor seconded, motion passed unanimously.
10. **Discussion, possible action or staff direction on the process for Chief Keller's annual performance review.** Chairperson Kleindienst would like all current board members to complete their input on the fire chief's appraisal form and return it to him by January 5, 2018.
11. **Discussion, possible action or staff direction on Resolution 2017 – 003 to accept the transfer of real property from Camp Verde and Montezuma Rimrock Fire Districts.** Board member Taylor made a motion to approve Resolution 2017 – 003 to accept the transfer of real property from Camp Verde and Montezuma Rimrock Fire Districts. Board member Welsch seconded, motion passed unanimously.
12. **Discussion, possible action or staff direction on approval of disposing of surplus equipment that is not of value to the operational needs to the Authority:**
 - A. **1961 Ford Fire Engine.:** The board decided to keep the engine for now and to solicit anyone willing to assist with restoring it.
13. **Discussion, possible action or staff direction on the Awards Ceremony and Dinner with consideration for possible contribution.** Chairperson Kleindienst made a motion to approve funding the Awards Ceremony and Dinner with funds up to \$3,000.00. Board Member Taylor seconded, motion passed unanimously.
14. **Future Agenda Items:** Board Member Curtis requested a discussion for staffing regarding the new station; he would like to have more information on funding projection.
15. **Adjournment.** Chairperson Kleindienst made a motion to adjourn the Regular Meeting at 11:53 am. Board Member Taylor seconded. Motion passed unanimously.

Clerk