



**MINUTES OF A REGULAR MEETING
OF THE
CAMP VERDE FIRE DISTRICT GOVERNING BOARD MEETING HELD
January 18, 2018**

Pursuant to notice, a regular meeting of the Camp Verde Fire District was called to order at 9:00 am on Thursday, January 18, 2018.

Present - George Kleindienst – Chairperson; David Curtis– Clerk; Linda Welsch – Board Member; Justin Largent – Board Member; **Not Present** - Ken Krebbs – Board Member

Staff: Terry Keller – Fire Chief; Robyn Cook – Administrative Manager; Kerrie Tarver – Administrative Support Specialist; Dale Duns – Battalion Chief

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 George Kleindienst.

Call to the Public: None

5) Approval of Minutes

A. Regular Meeting on December 21, 2017: Clerk Curtis made a motion to approve the minutes from the Regular meeting on December 21, 2017. Board Member Welsch seconded, motion passed unanimously.

6) Administrative/Financial Report:

A. Discussion and ratification on transfer of funds from CVFD warrant account to CCFMA general fund on December 12, 2017 in the amount of \$268,000.

Ms. Cook presented the financial report to the board. She pointed out the expenses are high as most of the tax revenue is received in the fall but everything is on track.

Board Member Welsch asked what the NBA account was for as it has sat without activity. Ms. Cook informed her that it is utilized for Grant Revenue and will be closed once the grants are closed out to ensure there isn't any outstanding business to address.

7) Discussion and possible action on approving the December 2017 Financial Reports and Transfers.

Board Member Welsch made a motion to approve the December 2017 Financial Report and ratifications a. Board Member Largent seconded, motion passed unanimously.

8) Preliminary Budget Discussion:

Chief Keller informed the board that he plans to approach the process as in the past, reviewed the highlights of area real estate market analysis and solicited input from the Board.

Ms. Cook informed the board that the initial tax numbers are expected from the county around the 10th.

- 9) **Discussion, possible action or staff direction on electing officers to the CVFD Board:**
- A. **Chairperson** Clerk Curtis made a motion to appoint George Kleindienst as the Chairman of the CVFD Board. Board Member Largent seconded, motion passed unanimously.
 - B. **Clerk** Board Member Welsch made a motion to appoint David Curtis as the Clerk of the CVFD Board. Board Member Largent seconded, motion passed unanimously.

- 10) **Discussion and possible action on accepting the resignation of Ken Krebs as Board Member effective immediately and the process to fill his position.** Chairperson Kleindienst made a motion to accept the resignation of Ken Krebs as Board Member effective immediately. Board Member Welsch seconded, motion passed unanimously.

The board gave staff direction to advertise in the newspaper, via Facebook, Website and word of mouth for an open board position with a two-week deadline.

- 11) **Discussion and possible action to close the EMS account at Chase Bank on January 31, 2018.** Action Ambulance Billing made a recommendation to close the EMS account as receivables are low and outstanding payments will be deposited to the Copper Canyon Fire and Medical EMS account. This will eliminate the need to transfer EMS revenue to Copper Canyon.

Board Member Welsch made a motion to close the EMS account at Chase Bank on January 31, 2018. Chairperson Kleindienst seconded, motion passed unanimously.

12) **Reports**

- A. **Chiefs Report** Chief Keller presented the Chief's report to the board, he mentioned the high call volume and gave kudos to the guys running the calls.
- B. **Operations Report** Chief Dunns presented the Operations report to the board. Chief Keller informed the board that Engineer Martin completed the Exposure Plan while on light duty and that he did a great job bringing it up to date.

- 13) **Future Agenda Items:** Preliminary Budget Discussion.

- 14) **Adjournment:** Board Member Welsch made a motion to adjourn the Regular Meeting at 9:41 am. Chairperson Kleindienst seconded. Motion passed unanimously.

Clerk