



Copper Canyon Fire & Medical District

26B Salt Mine Road, Camp Verde, AZ 86322

www.ccfmd.az.gov Phone (928) 567-9401

MINUTES OF REGULAR MEETING

1. **Call to Order:** June 18, 2019 at 9:01 am
2. **Roll Call of Board Members:** Linda Welsch – Chairperson; Carol Keeton – Clerk in at 9:14 am; Brandi Bateman – Board Member; Steve Darby – Board Member; Justin Largent – Board Member absent

Staff: Terry Keller – Fire Chief; Robyn Cook – Administrative Manager; Dale Duns – Battalion Chief; Eric Strauss – Battalion Chief; Jon Gable – Firefighter; Jake Fitzgerald – Firefighter; Mike Loza – Captain; Taylor Hammond – Firefighter; Joey Martin – Engineer; Patrick Moran – Firefighter; Daniel Elliott – Captain; Randy Killman – Firefighter; Hector Contrares – Firefighter

Public: Ron Melcher; Janet Aniol; Bob Burke; Sharon Olsen; Mike Nelson; Chris Nicol; Janette Corbin; Luke Sefton

3. 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.
4. Call to the Public – Janette Corbin inquired about the status of the possible Middle Verde Station, Chief Keller responded that the Board would be discussing it later in the meeting.
5. **Budget Hearing** – Board Chairperson Welsch called the Hearing to order at 9:03 am. There were no questions from the public. Board Chairperson Linda Welsch closed the Hearing to order at 9:05 am.
6. **Discussion, possible action or staff direction on adopting Resolution 2019 - 010 to Adopt Fiscal Year 2019 - 2020 Operating Budget:** Board Member Bateman made a motion to adopt Resolution 2019 – 010 adopting the Fiscal year 2019 – 20 Operating Budget. Board Member Darby seconded. Motion passed unanimously.
Chairperson Welsch moved item 15 up.
15. **Discussion, possible action or staff direction on the Tower Project on Stardust Lane in Rimrock:** Chief Keller explained the history of the Stardust property and also explained that Merit would like to change the agreement to build a cell tower rather than the agreed to tower. He also went over the new option Paul Giovani has suggested for the building costs of the cell tower.

Ron Melcher explained the history of the Beaver Creek HOA has 200 members and most of their members are in favor of installing the cell tower but that the residents near the Stardust property and residents at the airport have concerns about the looks, height and possible medical issues associated with cell towers.

Janet Aniol explained that cell and internet service is horrible in the Rimrock and Lake

Montezuma area and the benefits to improved health and safety of the community is important. She also urged the Board to move forward with the proposed changes to the site and tower.

Bob Burke read a statement about internet service to the board and also urged them to move forward with the taller tower for better internet and cell phone service.

Jeanette Corbin asked how the reimbursement to the District compares to the expense of the cell tower.

Luke Sefton offered that the District is able to build a cell tower without having a zoning change from the County and that he feels cell carriers will place antennae on the tower.

Ron Melcher feels this is a unique opportunity but also agrees it is not the District's responsibility to put up a cell tower but it would help the community.

Chief Keller agrees that cell and internet service is intermittent in the area and this is a politically charged situation and that the Board needs to make an informed decision and he would like direction from the Board as to what direction they would like to go.

Board Member Bateman asked if there was any reason not to explore the 80' cell tower. Chief Keller responded that there wasn't any reason not to explore all the options and he feels this is an opportunity to improve public safety.

Board Member Keeton would like to move forward and expedite the changes.

Board Member Darby stated that a 40 feet high tower is unobtrusive and would satisfy our needs. He also stated that we are not in the business to make money and be landlords and wants to consider all of the options.

Board Member Welsch feels that this is a life safety issue and with the inadequate service it makes it very hard for the crews to communicate.

Board Member Bateman asked what the timeline would be for moving forward. Chief Keller responded that the Board should choose an option and do our due diligence.

The Board discussed the four options proposed by Merit and how to proceed, the Board gave Chief Keller direction to proceed with the option for Merit to build the tower and our equipment would be on the tower rent free with Merit leasing the property.

Chairperson Welsch moved item 12 up.

12. Firefighter Gable and Chief Strauss presented a proposal for new inventory management software to the Board. Firefighter Gable explained that this software would be replacement software for Imagetrend and it does everything we need along with it user friendliness.

Board Member Darby wanted to know if there would be price escalations.

Chief Keller explained his concern for purchasing unbudgeted software going into a new budget that doesn't begin until July 1. Linda thinks this will provide a better inventory control system that will help with the budgeting process in the future. The Board decided to table this item until the July meeting to allow Chief Keller to get more information about the system and they would make a decision after that.

7. Approval of Minutes:

A,B & D. **Regular Meeting Minutes on May 21, 2019; Executive Session Minutes on May 21, 2019; Special Meeting Minutes on June 6, 2019:** Chairperson Welsch made a motion to approve the Regular Meeting Minutes on May 21, 2019; Executive Session Minutes on May 21, 2019 and the Special Meeting Minutes on June 6, 2019. Board Member Bateman seconded. Motion passed unanimously.

C. **Special Meeting Minutes on May 30, 2019:** Chairperson Welsch made a motion to approve the Special Meeting Minutes on May 30, 2019. Board Member Bateman seconded. Motion passed with Chairperson Welsch; Clerk Keeton; Board Member Bateman in favor. Board Member Darby abstained.

8. Reports:

A. Fire Chief report was given by Chief Keller and a drone demonstration was given by Firefighter Fitzgerald and Chief Duns.

B. Operations report was given by Battalion Chief Duns.

C. Financial/Administrative

a. CVFD – FDAT Transfer \$79,000.

b. MRFD – FDAT Transfer \$33,000.

c. CCFMA – Ambulance Revenue \$119,687.

d. CCFMD – Tax Revenue \$161,569, Ambulance Revenue \$151,020, Revenue is at 70% and Expenses are at 63%.

9. **Discussion and possible action on the approval of the financials for April for CVFD, MRFD, CCFMA and CCFMD:** Board Member Darby made a motion to approve the financials for May for CVFD; MRFD; CCFMA and CCFMD. Board Member Bateman seconded. Motion passed unanimously.

10. **Discussion, possible action or staff direction on an update from the County Treasurers Office and end-of-the-year transactions including possible lease pay-offs and transferring money from Capital Reserve.** Ms. Cook explained that the county had never transferred the money borrowed in August or September under CCFMA due to all of the issues with their new software. Per Tami they decided to wait and transferred it out on May 31 from the CCFMA warrant account causing it to be in arrears \$365,037. Therefore, we had to transfer \$365,000 to bring the CCFMA warrant account to a zero balance. The county never notified CCFMA or CCFMD that they were waiting to transfer and with the merger and conducting business in CCFMD QuickBooks it got lost as CCFMA QuickBooks is only used for ambulance revenue. Ms. Cook apologized for the mistake.

A portion of the \$365,037 was going to be used to pay off the lease on E-821 (approximately \$95,000) and A-821 (approximately \$61,000) and as rollover for the 19-20 budget. Ms. Cook asked for direction from the Board on how they would like to proceed with paying off those two leases.

The Board has a brief discussion and decided to transfer funds from Capital Reserve to pay off those two leases. Board Member Darby made a motion to transfer the funds from Capital Reserve to pay off E-821 and A-821 leases. Board Member Bateman seconded. Motion passed unanimously.

11. **Discussion and update on the transfer of the CON for the District:** Mrs. Cook informed the Board that the publishing notice per statute that DHS has to publish, sat on a desk at the AG's Office for six weeks. After the mistake was caught the notice to waive the hearing has been published in the Verde Independent and should be finalized by July 1, 2019.

13. **Discussion, possible action or staff direction on Resolution 2019 - 011 to approve the lease purchase agreement with Zion's Bank for the re-chassis of A-812; approval of consent, certificate of authority, and addendum relating thereto.** Chief Keller informed the Board that A-812 is slated for pick-up on June 28, 2019 and Captain Elliott and Firefighter Elliott were picking it up then. The lease purchase for the re-chassis needs final approval from the Board. After a brief discussion on the re-chassis of A-812 and lease documents, Board Member Bateman made a motion to adopt Resolution 2019 – 011 and approve the approval of consent, the certificate of authority, and the addendum. Board Member Darby seconded. Motion passed unanimously.
14. **Discussion and possible action on approving the Emergency Dispatch Services Agreement with the City of Cottonwood for dispatch services.** Chief Keller informed the Board the dispatch IGA was finalized and needed their approval; the cost for dispatch serviced from the City of Cottonwood for next fiscal year will be \$243,806. Board Chairperson Welsch made a motion to approve the Emergency Dispatch Services Agreement with the City of Cottonwood for dispatch services. Board Member Keeton seconded. Motion passed unanimously.
16. **Possible vote to go into Executive Session:** Board Member Darby made a motion to go into Executive Session to discuss A.R.S. §38-431.03(A)(7): Purchase or trade of real estate and to include all of the Board Members; Chief Keller to provide information and Robyn Cook to take the Minutes. Board Member Bateman seconded. Motion passed unanimously.

****Regular Meeting adjourned at 12:21 pm**

A. A.R.S. §38-431.03(A)(7): Purchase or trade of real estate

****Regular Meeting reconvened at 12:55 pm**

17. **Discussion, possible action or staff direction from the Executive Session:** The Board gave Chief Keller direction to proceed as discussed in executive session.
18. **Future Agenda Items:** Cell Tower; CON; PxTrax Software
19. **Adjournment:** Board Member Darby made a motion to adjourn the Regular Meeting at 12:56 pm. Board Member Keeton seconded. Motion passed unanimously.

Clerk

