

Montezuma Rimrock Fire District



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MINUTES OF A REGULAR MEETING OF THE MONTEZUMA-RIMROCK FIRE DISTRICT GOVERNING BOARD MEETING HELD September 15, 2016

Pursuant to notice, a regular meeting of the Montezuma Rimrock Fire District was called to order at 9:40 am on Thursday September 15, 2016.

Present: Carol Keeton - Chairperson; Robert Satran – Clerk; Jane Harrington – Board Member; Lou Lane – Board Member; Jerry Taylor – Board Member

Staff: Terry Keller – Fire Chief; Robyn Cook – Administrative Manager; Misty Weatherford – Administrative Accounts Assistant; 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 Carol Keeton.

Call to the Public: Ron Melcher from Lake Montezuma Property Association was present to represent some complaints/thoughts from the residents. They feel there is not as much interest in them when asking for extra bit of service. An example of a trash/slash complaint they were told the county addresses those issues instead of staff going out to the property to take a look. There wasn't any specifics given, just that it feels different.

Janet Aniol suggested that the recording on the phones state Montezuma Rimrock and Camp Verde when referring to the stations. She stated to bear in mind when someone shows up in a CCFMA shirt people are shocked and are still getting used to it. The American Legion program featured speaker Terry Keller from Camp Verde Fire District instead of Copper Canyon Fire and Medical Authority. She informed the board about ADOT meetings regarding the safety of I17 transportation system and it is the last time the fireboard has a chance to support the community. Tom Thurman will be at the community meeting regarding traffic issues on September 24th at 10:00am.

5) Approval of Minutes:

A) Regular Meeting on August 18, 2016: Clerk Satran made a motion to approve the Minutes from the Regular Meeting on August 18, 2016. Board Member Lane seconded. Board Member Taylor abstained. Motion passed unanimously.

6A) Fire Chief's Report:

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

- **Change up of Staff:** There has been switching of operational staff between the stations to help with familiarization of both communities. This enables staff to provide better service.
- **ISO Visit Preparations:** Visit scheduled for September 21, 2016, supposed to be Camp Verde but in reality a combined audit.
- **CVFD/MRFD Auxiliaries:** exploring ways of cooperating.
- **Verde Valley Training Committee:** A large drill is being planned which will simulate a large multi-casualty on Interstate 17. This drill will involve Cottonwood Dispatch, DPS, YCSO, ADOT, and as many of the Fire/EMS agencies that can participate.

- **Station 82 Waterline Project Update:** Arizona Water has awarded the bid for the construction of the waterline extension project to supply domestic (metered) water and fire flow to the sprinkler system at station 82. The low bid came in slightly higher than the engineering estimate, but is still within what we budgeted for the project.
- **Scarecrows Around Town:** Our administrative staff and crews at Station 82 will again be participating.
- **Discussion with Yavapai Apache Nation:** Discussion of collaborating with Yavapai Apache Nation regarding a station has been placed on hold until after their council elections.
- **CCFMA Certificate of Necessity Application Submittal to Department of Health Services:** The CON application was hand delivered on Friday, September 9th. The timeline depends on if there is a challenge to the application, which would cause a hearing.
- **Sedona-Verde Valley Emergency Services Sub-Committee:** There is to be continued discussion on the concept of a Community Risk Division. The shared reserves program between CCFMA and VVFD was discussed and Chief Mezulis from Sedona Fire District presented a concept of pooling resources to support a common Community Integrated Paramedicine program.
- **Captains Resignation/Promotion and Testing:** Captain Rusty Welsch resigned; Mike Loza was promoted to Captain, which exhausted the promotional list. A memo for establishing a promotional list has been circulated and interest letters have been submitted.
- **9-11 Ceremony:** Attended 9-11 dedication ceremony at Sedona Fire Station 6 on behalf of CCFMA. BC Strauss and his crew represented CCFMA at the American Legion's ceremony in Camp Verde.
- **Reserve Firefighter Testing/Program:** written test was administered on September 10th to recently solicited applicants. Oral Boards process is slated for the 16th and 17th of September. **CCFMA SOP Manual:** The review and rewrite of common Standard Operating Guidelines has been completed. Copies of the SOG books will be produced and available for training and new firefighter orientations.

6B) Administrative/Financial Report:

Ms. Cook informed the board that the audit went well; Ambulance Revenue is down because the call volume is lower than expected. Approximately \$30,000 was received for the Timber Fire. There are three people running for the board vacancies therefore, there will be an election. This notice will be in the paper on Wednesday September 21, 2016.

- a. Discussion and ratification on transfer of funds from MRFD EMS account to CCFMA general fund on August 31, 2016 in the amount of \$19,745.01.
- b. Discussion and ratification on transfer of funds from MRFD general fund to CCFMA general fund on August 31, 2016 in the amount of \$58,500.
- c. Discussion and ratification on transfer of funds from MRFD ETC account to CCFMA general fund on August 31, 2016 in the amount of \$129.35 to close the MRFD account.

Board Member Taylor made a motion to approve the ratification a – c on the transfer of funds from MRFD to CCFMA. Clerk Satran seconded. Motion passed unanimously.

7) Discussion, possible action or staff direction on approving the August 2016 Financial Reports.:

Board Member Taylor made a motion to approve the financial reports for August 2016. Board Member Harrington seconded. Motion passed unanimously.

8) Discussion, possible action or staff direction on authorizing Administrative Manager to be a signatory on all checking accounts for the District.:

Board Member Taylor mad a motion to approve authorizing Administrative Manager to be a signatory on all checking accounts for the District. Board Member Lane seconded. Motion passed unanimously.

Future Agenda Items: Board Member Harrington noted the agenda item regarding station 82 office representation is on the CCFMA agenda. She feels it should be discussed at the MRFD board meeting.

9) Adjournment: Board Member Taylor made a motion to adjourn the regular Meeting at 10:22 am. Clerk Satran seconded. Motion passed unanimously.

Robert Satran - Clerk