



Copper Canyon Fire & Medical Authority

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MINUTES OF THE REGULAR BOARD MEETING OF THE COPPER CANYON FIRE & MEDICAL AUTHORITY November 20, 2018

Pursuant to notice, a regular meeting of the CCFMA (Copper Canyon Fire & Medical Authority) was called to order at 1:10 pm on Tuesday, November 20, 2018.

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

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

Others Present: Bill Whittington - Attorney

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:** none

5) **Approval of Minutes**

- A. **Joint Meeting October 18, 2018:** Board Member Curtis made a motion to approve the Minutes from the Joint Meeting on October 18, 2018 with the stated corrections. Clerk Keeton seconded. Motion passed with Chairperson Kleindienst, Clerk Keeton, Board Member Welsch & Board Member Curtis in favor. Board Member Arment abstained.
- B. **Regular Meeting October 18, 2018:** Board Member Welsch made a motion to approve the Minutes from the Regular Meeting on October 18, 2018 with the stated changes. Clerk Keeton seconded. Motion passed with Chairperson Kleindienst, Clerk Keeton, Board Member Welsch & Board Member Curtis in favor. Board Member Arment abstained.
- C. **Executive Meeting October 18, 2018:** Board Member Welsch made a motion to approve the Minutes from the Regular Meeting on October 18, 2018 with the stated changes. Chairperson Kleindienst seconded. Motion passed with Chairperson Kleindienst, Clerk Keeton, Board Member Welsch & Board Member Curtis in favor. Board Member Arment abstained.

6) **Reports:**

- A. **Chiefs Report:** Chief Keller presented the Fire Chief Report.
- B. **Operations Report:** Battalion Chief Duns presented the Operations Report.
- C. **Administrative/Financial Report:** Ms. Cook informed the Board that the County sent the reconciliations for July 2018 – December 2018. She stated that we had to redo all of the reconciliations to reflect those dates.

7) **Discussion, possible action or staff direction on approving the July – October financial reports:**

Clerk Keeton made a motion to approve the July – October 2018 financial reports. Chairperson Kleindienst seconded. Motion passed with Chairperson Kleindienst, Clerk Keeton, Board Member Welsch, Board Member Curtis & Board Member Arment in favor.

- 8) **Discussion and possible action on approval of a possible Consent and Waiver for legal advice and compensation of legal services:** Chairperson Kleindienst made a motion to approve the Consent and Waiver for legal advice and compensation of legal services. Board Member Curtis seconded. Motion passed with Chairperson Kleindienst; Clerk Keeton; Board Member Welsch; Board Member Curtis & Board Member Arment in favor.
- 9) **Discussion, possible action or staff direction on purchasing an air bag system:** Engineer Carrillo recommended we purchase the air bag system from LN Curtis. He stated that it's very important to standardize all equipment.

Board Member Curtis made a motion to approve the quote from LN Curtis for \$12,122.41 and informed the Board that there was no relation. Board Member Welsch seconded. Motion passed with Chairperson Kleindienst; Clerk Keeton; Board Member Welsch; Board Member Curtis & Board Member Arment in favor.

- 10) **Discussion, possible action or staff direction on approval of the additional expense to re-chassis the Braun ambulances due to manufacture delays from Dodge:** Chief Keller informed the Board that there are manufacturing delays with Dodge and recommends switching to a Ford chassis for the additional expense.

Chairperson Kleindienst made a motion to approve the additional expense to re-chassis the Braun ambulance due to manufacturing delays. Clerk Keeton seconded. Motion passed with Chairperson Kleindienst; Clerk Keeton; Board Member Welsch; Board Member Curtis & Board Member Arment in favor.

- 11) **Discussion, possible action or staff direction on purchasing ESO Fire & EMS Reporting software and Surface Go's with accessories:** Ms. Cook informed the Board that we would like to switch to ESO fire & EMS reporting. She stated that is very user friendly and will be saved on the server instead of the internet.

Captain Elliott gave the Board the pros and cons of switching and recommended switching.

Board Member Welsch made a motion to approve the purchase of the ESO Fire & EMS Reporting software and Surface Go's with accessories not to exceed \$15,000 of non-budgeted funds. Board Member Arment seconded. Motion passed with Chairperson Kleindienst; Clerk Keeton; Board Member Welsch; Board Member Curtis & Board Member Arment in favor.

- 12) **Discussion, possible action or staff direction on moving the 1985 Ford C9000 Water Tender to surplus to sell:** Chief Keller informed the Board that this water tender will cost more than it is worth keeping and recommends designating it to surplus to sell.

Board Member Welsch made a motion to declare the 1985 Ford C9000 Water Tender to surplus to sell. Clerk Keeton seconded. Motion passed with Chairperson Kleindienst; Clerk Keeton; Board Member Welsch; Board Member Curtis & Board Member Arment in favor.

- 13) **Possible vote to go into Executive Session:**

A. **A.R.S. §38-431.03(A)(3)(4)(7): Purchase or trade of real estate:** Chairperson Kleindienst made a motion to adjourn the Regular Meeting and go into Executive Session. Board Member Arment seconded. Motion passed with Chairperson Kleindienst; Clerk Keeton; Board Member Welsch; Board Member Curtis & Board Member Arment in favor.

**** Regular Meeting adjourned at 2:09 pm.**

**** Regular Meeting reconvened at 3:01 pm.**

14) **Discussion, possible action or staff direction from the Executive Session**

A. **A.R.S. §38-431.03(A) (7): Purchase or trade of real estate:** Board Member Welsch made a motion for the Fire Chief with the assistance from the Realtor, Pete Roulette to proceed as instructed in the Executive Session. Chairperson Kleindienst seconded. Motion passed with Chairperson Kleindienst; Clerk Keeton; Board Member Welsch; Board Member Curtis & Board Member Arment in favor.

15) **Future Agenda Items:** none

16) **Adjournment:** Clerk Keeton motioned to adjourn the meeting at 3:02 pm. Board Member Curtis seconded.

Clerk

A handwritten signature in cursive script, appearing to read "Carol Keeton", written in black ink.