

Bouse Volunteer Fire District
P.O. Box 155
Bouse, Az. 85325
(928) 851-2648

Board of Directors
Doug Williams (928) 916-4416
Jack Anderson (928) 851-2109
John Nault (928) 851-5234

MINUTES OF THE BOUSE VOLUNTEER FIRE DISTRICT BOARD MEETING
FEBRUARY 9, 2016

(These minutes have not been approved or accepted by the Board as of the date posted)

CALL THE MEETING TO ORDER: Chairman Doug Williams called the meeting to order at 5:13 pm.
Followed by the Pledge of Allegiance

ROLL CALL OF OFFICERS: MEMBERS PRESENT: Doug Williams, Jack Anderson & John Nault

APPROVAL OF MINUTES: January 12, 2016 Board Meeting: Jack Anderson made a motion to approve the minutes as presented. John Nault seconded the motion. Vote Aye 3 Nay 0 Motion Carried.

APPROVAL OF FINANCIAL REPORTS: January 2016: Treasurer Anderson presented the financial reports for January 2016. We had revenue of \$4,632.15 and expenses of \$10,437.05. Our ending bank balance was \$157,292.36. There are 2 outstanding warrants. Discussion followed. Treasurer Anderson reported all 10-99 forms for the volunteers have been sent out and she will be transmitting them to the IRS shortly. Discussion followed. Treasurer Anderson will be following up with our auditors on several issues concerning changing over to a payroll system instead of being able to do 10-99 forms. The auditing firm is ready to do our annual review at the March Meeting. This will be a phone review. Treasurer Anderson had the board members complete a new signature card for the County Treasurer. Treasurer Anderson said we are missing several items out of the employee's files such as Social security Cards and I-9 forms. Chief Lowe was instructed to follow-up on these issues.

CORRESPONDENCE: We received a letter from the Bouse School District about their Emergency Response Plan. The board reviewed and discussed the plan. The school is not asking for our approval of the plan, just that we have received and reviewed it. The board authorized Clerk Anderson to write a response to the School District.

CHIEF'S REPORT: Chief Lowe reported we ran 17 calls in January, 13 Medical Calls, 3 Public Assists and 1 missed call. Discussion followed on several routine items. Chief Lowe reported the County is asking for a letter from the Board if we are interested in joining into a multi-jurisdictional grant to purchase new pagers that are compatible with the new radio system. The radios are approximately \$700 each. The Board agreed to participate in the grant and authorized Clerk Anderson to write the letter. Chief Lowe is still working on getting the additional signage for the Frame Ave. side of the building. It was also discussed to order new T-shirts for the Fire District for sale to the public.

CALL TO THE PUBLIC: George Nault from the Ocotillo Lodge presented a donation to the Fire District in the amount of \$ 400.00. He would like it to go toward the building Fund.

OLD BUSINESS: All items are listed for Discussion/Approval/Disapproval:

- A. Follow-up on damage to cardiac monitor. Chief Lowe had not have time to follow-up.
- B. Follow-up on Red Pickup: Chief Lowe reported we are still waiting to hear back from McMullen Valley on the title.

NEW BUSINESS:

DISCUSSION AND ACTION CALENDAR: All items are listed for Discussion/Approval/Disapproval:

A. Consent Agenda Items:

Warrant# (3352-Wells Fargo Bank \$21.94), (3353-Hughes Net \$112.45), (3354-Verizon Wireless \$57.15), (3355-Frontier \$129.76, (3356-APS \$185.13), (3357-IMD \$300.00), (3358-A & B Supply \$70.30), (3359-Bountree Medical \$484.98), (3360-VFIS \$1,928.00), (3361-SCD Designs \$100.00), (3362-Parker Pest Control \$50.00), (3363-Growers Oil \$420.71), (3364-NFPA \$175.00), (3365-Copperpoint \$277.00)

Total \$ 4,312.42 Jack Anderson made a motion to approve payment of the consent agenda items. John Nault seconded the motion. Vote Aye 3 Nay 0 Motion carried.

B. Payment of Pay per Shift Allowance for January 2016, in the amount of \$2,560.00

(4 Individuals qualifying: Rob Lowe, Rob Lowe Jr., Cody Purcell and Donald Day

Jack Anderson made a motion to approve payment of the Pay Allowance. John Nault seconded the motion. Vote Aye 3 Nay 0 Motion carried.

C. Vote to go into Executive Session to discuss Personnel Issues

a. Background review on an applicant

Jack Anderson made a motion to move into Executive Session. John Nault seconded the motion. Vote aye 3 Nay 0 Motion carried.

The Public Session was suspended at 6:01 PM

The Public Session was resumed at 6:14 PM

All board members were still present.

REPORTS:

A. Committee Reports:

1. Inventory Committee: No Update
2. Vehicle Maintenance Committee: Discussed as part of the Chief's report.
3. Policy Committee: Clerk Anderson asked Chief Lowe if there were any policies needed to be able to submit for grants. Chief Lowe will follow-up.
4. Building Committee: John Nault said he has attempted to contact Mike Baker for an update on the building plans, but has not been able to.

CALL TO THE PUBLIC: None

BOARD MEMBER COMMENTS: Jack Anderson asked Chief Lowe if we had everything we needed to comply with the DEA. Chief Lowe said that as far as he knew we were in compliance. Jack Anderson also reminded the other board members that his term is up in November 2016 and he will not be running again.

SET TIME AND DATE OF NEXT MEETING: TUESDAY, MARCH 8, 2016 5:00 PM

ADJOURN: 6:24 PM

Minutes taken by audio recording and transcribed by Jack Anderson

These minutes are a synopsis of the recording of the meeting, not a word for word transcription.

MINUTES APPROVED AT THE REGULAR MEETING OF THE BVFD BOARD OF DIRECTORS:

DATE _____

SIGNED: _____