



**Bouse Volunteer Fire District**

P.O. Box 155  
Bouse, Az. 85325

**Board of Directors**

Doug Williams (928) 916-4416  
John Nault (928) 851-5234  
Vacancy (pending)

**MINUTES OF THE BOUSE VOLUNTEER FIRE DISTRICT BOARD MEETING**

**JANUARY 10, 2017**

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

**CALL THE MEETING TO ORDER:** Doug Williams called the meeting to order at 1707 hours (5:07pm).

Followed by the Pledge of Allegiance

**ROLL CALL OF OFFICERS:** Doug Williams & John Nault

**MEMBERS PRESENT:**

**APPROVAL OF MINUTES:** December 13, 2017 Board Meeting:  
December 13, 2017 Executive Session Meeting:  
Due to vacant (pending) Board Clerk position the above were tabled until the next meeting

**FINANCIAL REPORTS:** Treasurer Anderson reported for December 2016 we had deposits of \$15,232.79 and expenses of \$9,440.57. There are outstanding warrants \$903.29 (4 checks). This leaves a bank balance of \$167,270.64. Treasurer Anderson suggested that as its now 6 months into the budget it may be worth a review of items over 50% of budget. Discussion followed. After review, motion to approve the financial reports as written (JN). Seconded (DW). Vote Aye 2 Nay 0 Motion carried.

**CORRESPONDENCE:** Chief Novak reminded the board that he received a formal letter of interest from David Bull for the vacant board position. (DW) mentioned that another party who was considering the position would not be available for 3-4 months. No other correspondence.

**CHIEF'S REPORT:**

ALS	BLS	Spec Duty	Assist	Still	Vehicle	Missed	Fire - Veh	Cancelled
5	7			2		1	1	2
								TOTAL: 18

Truck 2099 (Expedition) is back in service. Radiator upper hose, thermostat and battery were replaced. Water heater in rest room rusted through and was replaced. While repairing a connection to water supply snapped leaving no water in building while getting part, correcting and repairing. Sherrill Anderson suggested being maintenance would county cover that? Call was placed to county maintenance after George Nault provided number. SAFA grant opened yesterday and closes Feb 10. Chief Novak is working on proposal. ISO contacted us last week, have switched from a 10 yr renewal cycle to a 4 yr. Chief stated they have changed other aspects and aligned ISO with NFPA, as result has no certain idea of of how result will be. Chief is also in communication with Dr Parker and Hospital re physicals. Discussion followed. Refer to the Chief's report for additional details.

**CALL TO THE PUBLIC:** George Nault asked about how long it will be before vacant position will be filled. Jack Anderson raised concerns over SAFA grant matching requirements. Sherrill asked about BBQ for BVFD 10th Anniversary. Discussion Followed. (JN) reminded the board and public of the Ocotillo Lodge Poker Run. David Bull thanked BVFD for the support of the Bouse Community Event.

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

- A. Follow-up on AWC contract for EMT Trainees: (DW) No response as yet regarding this and hasnt really done any follow up either though.

**NEW BUSINESS, DISCUSSION AND ACTION CALENDAR:** All items are listed for

Discussion/Approval/Disapproval:

A. Consent Agenda Items:

Warrant# (3581-Wells Fargo \$ 365.67), (3582-Wells Fargo \$ 236.69), (3583-Wells Fargo \$ 121.13), (3584-Hughes Net \$ 112.45), (3585-Verizon Wireless \$ 96.99), (3586-Frontier \$ 130.66), (3587-APS \$ 210.59), (3588-IMD \$ 365.00), (3589-Praxair \$ 30.36), (3590-John Novak \$ 500.00), (3591-Ocotillo Lodge \$ 400.00), (3592-Noble Industrial Supply \$ 282.85), (3593-Growers Oil \$ 23.66), (3594-DXE Medical \$ 10.00), (3595-Copperpoint \$ 829.00), (3596-B & B Selectcom \$ 34.48), (3597-Parker Oil \$ 1,156.45), (3598-United Fire \$ 195.00), (3599-Boundtree Medical \$ 189.59), (3600-Boundtree Medical \$ 505.72 invoice pending), (3601-Blue Moose Design Services \$ 375.00)

Total \$ 6,258.24. Treasurer Anderson made corrected amount due to changes to warrant 3598 due to an item returned, Warrant 3599 was corrected also to \$189.59. Chief Novak addressed and cleared pending invoice for warrant 3600. Discussion followed. New revised total after corrections of Consent Agenda \$6,171.29 Motion to approve the Consent Agenda for a total of \$6,171.29 as presented (JN). Seconded (DW). Vote Aye 2 Nay 0 Motion carried.

- B. IMD updates: Nathan was unable to attend meeting. Sherrill Anderson asked about call logs off IMD site as promised will be available and we are now live. Discussion followed
- C. Approve invoice from La Paz Regional Hospital in the amount of \$560.00 Treasurer Anderson raised an invoice not billed in 2014 by LRPH for drug screen found during an audit. BVFD had not received any invoice at time and some issues identified. Discussion followed. Recommendation was made that Chief Novak follow up with La Paz Regional Hospital and report back to Board at later date. Motion to table item and await Chiefs update next month (JN). Seconded (DW). Vote Aye 2 Nay 0 Motion carried.
- D. Approve reimbursement to Rob Lowe, JR in the amount of \$32.10: Motion to approve as presented (JN). Seconded (DW). Vote Aye 2 Nay 0 Motion carried.
- E. Treasurer's update of fuel tank log reconciliation: Treasurer Anderson raised a discrepancy in fuel log identifying potential accountability issue. Discussion followed. (DW) will review possible actions further
- F. Approve potential match funding requirements for Safer Grant submittal: Chief suggested that as the close of applications is in Early Feb he would like to asked the board to have a special meeting before then to review and discuss his plans later in month. Discussion followed. Suggestion was made to look at a special meeting on Tuesday 25th of this month to discuss further. (JN) & (DW) will check if date is available
- G. Approve revised invoice from eDispatch (orig. invoice for 6 months paid in Dec was \$673.00). Chief Novak informed board that there is a break for 12 months (effectively they will offer a bakers dozen) Motion to accept the offer and pay for additional 6 months with an extra month free as presented (JN). Seconded (DW). Vote Aye 2 Nay 0 Motion carried.
- H. Approve quotes to repair White Engine Shop 12168. Motion to table to next month (JN). Seconded (DW). Vote Aye 2 Nay 0 Motion carried.
- I. Approve quote to repair LP12 cardiac monitor. Chief Novak informed board that monitor wasn't working and needed repair, outlining costs involved and/or replacement. Discussion followed. Motion to approve repairs totaling \$717.05 as presented (JN). Seconded (DW). Vote Aye 2 Nay 0 Motion carried.
- J. Payment of Pay per Shift Allowance for December 2016 in the amount of \$ 3,095.00 (5 Individuals qualifying: John Novak, Rob Lowe, Rob Lowe Jr., Donald Day and Troy Collier). Motion to approve as presented in the amount of \$\$3,095.00 (JN). Seconded (DW). Vote Aye 2 Nay 0 Motion carried.
- K. Review applicants for possible appointment to fill the vacant Board Member position (possible Executive session): Treasurer Anderson informed board that she had not provided the applicant with 24 hour notice and that the applicant had the option to be heard in executive session or in open meeting. Applicant was asked if he/she wanted to waive that option. (DW) did ask that he would like to ask one question in executive session. Discussion followed. (*After returning from Executive session*)

Motion to appoint David Bull to fill the vacant BOD position (DW). Seconded (JN). Vote Aye 2 Nay 0 Motion carried.

Motion made to move into Executive Session to discuss Items K & L (DW). Seconded (JN). Vote Aye 2 Nay 0 Motion carried.

**The regular board meeting was suspended at 1840 hours.**

**The regular board meeting was resumed at 1902 hours.**

- L. Review the new volunteer drug screen results (possible Executive session). Doug Williams reported that during the executive session, the board discussed an applicant's results. No other information can be released.
- M. Approve payment of check in the amount of \$22.00 to AZ DPS for Fingerprint processing of new volunteer Ciara Mejia. Motion to approve payment of \$22.00 for fingerprint processing (JN). Seconded (DW). Vote Aye 2 Nay 0 Motion carried.
- N. Appoint Annual Chairman and Clerk positions for 2017 (to be determined by Board Members). Motion to table to next month (JN). Seconded (DW). Vote Aye 2 Nay 0 Motion carried.
- O. Approve updated letter for County Treasurer listing authorized signers for warrants. Motion to table to next month (DW). Seconded (JN). Vote Aye 2 Nay 0 Motion carried.
- P. Approve updated letter to AZ DPS for authorized personnel list for submitting Fingerprint cards for processing & reviewing of the results. Motion to approve submitting once David Bull is formally accepted as Board Member (DW). Seconded (JN). Vote Aye 2 Nay 0 Motion carried.

**REPORTS:**

- 1. Inventory Committee: Nothing new to report
- 2. Vehicle Maintenance Committee: Nothing to report as already covered earlier
- 3. Policy Committee: No items in process.
- 4. Building Committee: Chief Novak discussed building committee had met earlier, had a design idea, outlined the design to BOD and those in attendance and they would like to move forward with looking for grants. (DW) mentioned Grant funding was a different thing to building within our budget. Discussion followed

**CALL TO THE PUBLIC:** None Heard

**BOARD MEMBER COMMENTS:** Doug Williams none, John Nault none.

**SET TIME AND DATE OF NEXT MEETING:** TUESDAY, FEBRUARY 14, 2017 5:00 PM

**ADJOURN:** 1937 HOURS (7:37 PM)

Minutes taken by audio recording and transcribed on Jan 21, 2017 by newly appointed board member David Bull. 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:** \_\_\_\_\_