

Bouse Volunteer Fire District
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(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
JULY 12, 2016

(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 5:05 pm.
Followed by the Pledge of Allegiance

ROLL CALL OF OFFICERS:

MEMBERS PRESENT: Doug Williams, Jack Anderson & John Nault

APPROVAL OF MINUTES: June 14, 2016 Board Meeting: Jack Anderson made a motion to approve the minutes as submitted. John Nault seconded the motion. Vote Aye 3 Nay 0 Motion carried.

June 14, 2016 Executive Session: Jack Anderson made a motion to approve the minutes as submitted. John Nault seconded the motion. Vote Aye 3 Nay 0 Motion carried.

FINANCIAL REPORTS: Treasurer Anderson reported that for June we had expenditures of \$4,286.54 and received revenue of \$10,379.04. There is \$2,609.04 in outstanding checks. Our bank balance is \$161,210.32. Jack Anderson made a motion to accept the financial reports for June 2016. John Nault seconded the motion. Vote Aye 3 Nay 0 Motion carried.

CORRESPONDENCE: None

CHIEF'S REPORT: Chief Novak reported we ran 22 calls in June (10 medical, 1 still assignment, 7 public assists and 1 vehicle collision). We also had 3 missed calls due to no staffing. This brings our call level to 126 for the calendar year. Chief Novak reports one of our extrication tools is leaking and needs to be repaired. Engine. Chief Novak is getting the NFIRS updated. We received 10 pails of Class foam from La Paz County. Chief Novak reported on several other ongoing maintenance issues.

CALL TO THE PUBLIC: Jose Izarga (from Quartzite Fire Dept.) is the new EMS coordinator for La Paz County Hospital. He reported on some changes coming to the hospital including a new doctor group. The hospital is now offering chemotherapy treatments. Now cancer patients can be treated locally, instead of having to go out of the county. La Paz Hospital is a level 4-trauma center. He presented a list of the scope of services provided by the hospital.

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

- A. Follow-up on title search for the Ward LaFrance – No update - Table
- B. Ward LaFrance Engine: Donate or attempt to sell and at what price - Table
- C. Sale of Red pickup – John Nault will check with the potential buyer - Table

NEW BUSINESS:

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

- A. Consent Agenda Items:
Warrant# (3436-Wells Fargo Bank \$ 99.04), (3437-Wells Fargo Bank \$ 48.15),
(3438-Parker Oil \$ 1,216.95), (3439-CopperPoint \$ 160.00), (3440-CopperPoint \$ 1,097.09)
(3441-Hughes Net \$ 112.45), (3442-Verizon Wireless \$ 57.14), (3443-Frontier \$ 129.66),

(3444-APS \$ 301.65), (3445-IMD \$ 300.00), (3446-Praxair \$ 42.07), (3447-Parker Pest \$ 50.00), (3448-BoundTree \$301.37), (3449-FireHouse \$29.95), (3450-United Fire \$ 131.62), (3451-VFIS of AZ \$ 2,969.00) Total \$ 7,046.14

Jack asked about the CopperPoint invoice for \$160. Treasurer Anderson said this is a deposit on next years premium. We also have an invoice form CopperPoint for \$1,097.09, which is an adjustment for last year's coverage. Jack Anderson made a motion to approve payment of the consent agenda items as listed. John Nault seconded the motion. Vote Aye 3 Nay 0 Motion carried.

- B. Payment of Pay per Shift Allowance for June 2016 in the amount of \$ 2,755.00 (5 Individuals qualifying: John Novak, Rob Lowe, Rob Lowe Jr., Cody Purcell and Donald Day) Jack Anderson made a motion to approve payment of the pay-per-shift allowance. John Nault seconded the motion. Vote Aye 3 Nay 0 Motion carried.
- C. Payment of Chief monthly stipend for June 2016 in the amount of \$250.00 (partial month). Jack Anderson made a motion to approve payment of the stipend for June and have it become a Consent Agenda item. John Nault seconded the motion. Vote Aye 3 Nay 0 Motion carried.
- D. Reimbursement to John Novak in the amount of \$31.43: Jack Anderson made a motion to approve the reimbursement. John Nault seconded the motion. Vote Aye 3 Nay 0 Motion carried.
- E. Approve Wells Fargo Reallocation Request to issue BVFD credit card to John Novak: Jack Anderson made a motion to approve the reallocation. No changes to the spending limits. John Nault seconded the motion. Vote Aye 3 Nay 0 Motion carried.
- F. Approve changes to Credit Card policy if Chief's spending limits are changed. No action taken.
- G. Use of District Office by Domestic Violence Group (Doug): Doug Williams reports he has not heard back from the group about the use of the office. - Table
- H. Follow-up regarding EMT trainee ride-along (Rob Lowe Sr.) Discussion followed. Jose Izarga reported how this is handled at Quartzite Fire. It was determined for the Chief to contact AWC and contract with them for the Ride-Along so the students are covered by AWC's insurance. If a special meeting to vote on this is needed, just let Jack know so it can be scheduled.
- I. Issues concerning Air Packs (Doug) – Discussed under Item J
- J. Approve invoice from United Fire in the amount of \$4,882.26 for (6) MSA Cylinders: Chief Novak said he made a mistake on the price when he was on the phone with United Fire. Discussion followed. Jose Izarga (Quartzite Fire) said ADEQ is providing Air Bottles on a grant based upon Haz-Mat incidents. He will provide Chief Novak with the information needed. Jack Anderson made a motion to approve the purchase, with the caveat Chief Novak talking to ADEQ about the grant before the actual purchase. John Nault seconded the motion. Vote Aye 3 Nay 0 Motion carried.
- K. Approve quote from Brian's Fire Apparatus Repair for annual inspections: Chief Novak presented a quote from Brian's Fire Apparatus for annual inspections on our trucks. If repairs are needed he will provide specific quotes. Chief Novak is recommending having the 3 engines and tender inspected. Jack Anderson made a motion to approve having Brian's fire Apparatus inspect our vehicles. John Nault seconded the motion. Vote aye 3 Nay 0 Motion carried
- L. Approve quote from Extrications Concepts for repair of Holmatro combo tool – Discussed under Chief's report.
- M. Approve proposed changes to Pay-per-Shift policy: Discussed a proposed change to the policy. This deals with the 4-hour work requirement per shift. One volunteer is suggesting a 1-hour requirement per shift. Discussion followed. The board decided to leave the policy as written, with the Chief having discretion to adjust the hour requirement as appropriate if all work items and reports are being completed. Jack Anderson made a motion o keep the Pay-Per-Shift policy as currently written. John Nault seconded the motion. Vote aye 3 Nay 0 Motion carried.
- N. Approve space rental at Ocotillo RV park for 5th wheel: Chief Novak offered to bring his 5th-Wheel RV to Bouse to use instead of the District having to rent a motel room for the out of town volunteers. The cost is \$105 per month plus electricity, for a total cost of approximately \$500 per month. Discussion followed. This is about the same as we are currently paying. This will also give the volunteer's a place to cook and relax. John Nault said the average electricity during the summer is about \$300 per month. All of the board is favorable. John Novak asked to have this tabled until next

month so he can present it to the board. John Nault made a motion to approve the proposal. Jack Anderson seconded the motion. Vote Aye 3 Nay 0 Motion carried.

- O. Unit 5502 auxiliary pump donation: This is the 200 GPM auxiliary pump on the red engine. John Novak said we have never used it since we obtained the engine. County Line Fire is interested in the pump if we are willing to donate it (John Novak is also associated with County Line Fire District). Jack Anderson made a motion to approve the donation of the pump. John Nault seconded the motion. Comments: Jack Anderson asked if we are absolutely positive we have no use for the pump. Discussion followed. Vote Aye 3 Nay 0 Motion carried.
- P. Approve disposal of out of service, obsolete and broken items from inventory: Treasurer Anderson presented the board with a listing of the complete inventory. In addition, she presented a list of items the Chief recommends we dispose of. Discussion followed. Doug Williams advised against getting ride of the 4 newer old radios. These may come in handy as they can still be used for special events or to be donated to other agencies. Jack Anderson said he doesn't want to get ride of the Breathing Air Compressor. Jack Anderson made a motion to approve disposal or sale of the items listed with the exception of the 4 mobile radios and the Lifepack 12. Doug Williams seconded the motion. Vote Aye 2 Nay 0 Motion carried.

REPORTS:

- A. Committee Reports:
 - 1. Inventory Committee: When the CERT building was inventoried, a number of items were found missing since the 2013 inventory. Treasurer Anderson presented the rest of the inventory and there are several items missing. Discussion followed. Treasurer Anderson also presented a communication equipment inventory list. We are missing at least 3 pagers and chargers and at least 2 handheld radios. Discussion followed.
 - 2. Vehicle Maintenance Committee: Discussed under Chief's Report.
 - 3. Policy Committee: No items in process.
 - 4. Building Committee: None

CALL TO THE PUBLIC: None

BOARD MEMBER COMMENTS: None

SET TIME AND DATE OF NEXT MEETING: *TUESDAY, AUGUST 9, 2016 5:00 PM*

ADJOURN: 7:12 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: _____