

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
MAY 10, 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 5:03 pm. Followed by the Pledge of Allegiance

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

APPROVAL OF MINUTES: April 12, 2016 Board Meeting: Doug Williams requested to table this item until the June meeting.

April 12, 2016 Executive Session Minutes: Doug Williams requested to table this item until the June meeting.

APPROVAL OF FINANCIAL REPORTS: Treasurer Anderson presented the financial reports for April 2016. We had revenue of \$7,342.25 and expenses of \$4064.38. Our ending bank balance was \$159,972.03. There are 3 outstanding warrants totaling \$410.00, one of which was cashed but charged to another agency. The stop payment on one has been issued and the check will be reissued. Treasurer Anderson has began a budget worksheet for the next fiscal year. Discussion followed on the overall budget. Jack Anderson made a motion to approve the Financial Reports for April 2016 as presented. Doug Williams seconded the motion. Vote Aye 2 Nay 0 Motion Carried.

CORRESPONDENCE: Treasurer Anderson reported she received a letter on the Tohono-Odom grant. She gave this to Chief Lowe. He will follow-up on this. Treasurer Anderson has also been working with Copper-Point on our worker's comp insurance. Doug Williams reported on Prop 124 dealing with the public safety retirement pension plan.

CHIEF'S REPORT: Chief Lowe reported we ran 18 calls for April (11 EMS, 1 Public Assist, 1 Fire, 1 vehicle collision and 4 cancelled calls). We are at 88 calls YTD compared to 103 calls last year. John Novak came back on as a volunteer. Chief Lowe is still working to contact a volunteer to get our equipment back. He is still working on getting titles for the 2 vehicles we want to dispose of. He is working to get the new solar panel up for the fuel pumps.

CALL TO THE PUBLIC:

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

- A. Follow-up on title search for Red Pickup and the Ward LaFrance: Discussed under Chief's report. Doug Williams talked to Karl (Parker FD) about the Ward LaFrance but doesn't remember the results.

NEW BUSINESS:

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

- A. Consent Agenda Items:

Warrant# (3399-Ocotillo Lodge \$ 267.05), (3400-Wells Fargo Bank \$ 14.57), (3401-Wells Fargo Bank \$ 9.80), (3402-Hughes Net \$ 112.45), (3403-Verizon Wireless \$ 57.14), (3404-Frontier \$ 129.66), (3405-APS \$ 175.19), (3406-IMD \$ 300.00), (3407-A & B Supply \$ 42.17), (3408-Parker Oil \$ 990.02), (3409-CopperPoint \$ 211.00), (3410-Fire Engineering \$ 21.00), (3411-Parker Pest \$ 50.00) (3412-LaPaz Regional Hospital \$ 426.00) Total \$ 2,806.05

Jack Anderson made a motion to approve payment of the Consent Agenda items. Doug Williams seconded the motion. Vote Aye 2 Nay 0 Motion carried.

- B. Payment of Pay per Shift Allowance for April 2016, in the amount of \$ 2,580.00 (6 Individuals qualifying: Rob Lowe, Rob Lowe Jr., Cody Purcell, Troy Collier, Donald Day and John Novak) Discussion followed on required items needed from volunteers. Jack Anderson made a motion to approve payment of the Pay Per Shift Allowance for April with holding the checks for Troy Collier and John Novak until the necessary items are turned in. . Doug Williams seconded the motion. Vote Aye 2 Nay 0 Motion carried
- C. Reimbursement to Jack Anderson in the amount of \$437.75 for sign lettering for Fire Bldg. Jack Anderson asked to table this until the June meeting until the full board is available so there is not conflict of interest.
- D. Invoice # 64463 from VFIS of Arizona in the amount of \$1,865.00: Jack Anderson made a motion o approve payment of the invoice. Doug Williams seconded the motion Vote Aye 2 Nay 0 Motion carried.
- E. Review Pay Per Shift Policy # 114: Jack Anderson said we had scheduled to review the policy when we adjusted the amounts we were paying. Discussion followed. Treasure Anderson said we are at \$36,000 YTD vs. budgeted \$31,000. A large portion of this occurred before we adjusted the amounts paid. The current amounts should be sustainable with our budget. Jack Anderson made a motion to table this until the next meeting for further discussion. Doug Williams seconded the motion. Vote Aye 2 Nay 0 Motion carried.
- F. Ward LaFrance Engine: Donate or attempt to sell and at what price: Jack Anderson made a motion to table this until the next meeting for further discussion. Doug Williams seconded the motion. Vote Aye 2 Nay 0 Motion carried.
- G. Approval to waive invoice for out of district call where the patient was deceased #16-082: Jack Anderson made a motion to waive the fee associated with call #16-082. Doug Williams seconded the motion. Vote Aye 2 Nay 0 Motion carried.
- H. Discuss modifying policy # 106 to allow running out of District calls without in District coverage. Jack Anderson said he has seen both on-duty volunteers responding out of district and left no one to cover the district. He is concerned the district is being left uncovered. Chief Lowe said we are missing calls when we have no one on duty so he doesn't see what the difference is. Discussion followed. Jack and Doug agreed they prefer the policy as it is. No responding out of district unless there is also someone on duty to cover within the fire district.
- I. Vote to go into Executive Session to discuss Personnel Issues
 - a. Application Background Review
 - b. Discuss possible promotion to a Captain position
 - c. Legal actions neededJack Anderson made a motion to move into Executive Session. Doug Williams seconded the motion. Vote Aye 2 Nay 0 Motion carried.

The Public Session was suspended at 6:15 PM

The Public Session was resumed at 7:15 PM

Board Members still present: Doug Williams & Jack Anderson

I: Doug Williams reported the board discussed the items listed. No information can be released

REPORTS:

A. Committee Reports:

1. Inventory Committee: We need a full inventory since it has been a couple of years. Specifically we need an inventory of the CERT building to try and identify what is missing so we can file a theft report.
2. Vehicle Maintenance Committee: The ignition has been replaced on the tender. The air-horn on one of the engines is not working.
3. Policy Committee: No new policies pending
4. Building Committee: Jack Anderson said that last month John Nault had gotten the info from Mike Baker on the plans, but it was nothing more than what John had hand drawn and did not include any architectural plans. We need to look to have someone else complete them for us. Sherrill Anderson said the Fire Axillary is willing to make a donation to help offset some of these costs. Jack Anderson said we installed the new lights on the outside of the building.

CALL TO THE PUBLIC: None

BOARD MEMBER COMMENTS: Jack Anderson said, we need to schedule a Budget Workshop meeting. Discussion followed. It was determined to set the date for May 16, 2016 at 5:30pm

SET TIME AND DATE OF NEXT MEETING: TUESDAY, JUNE 14, 2016 5:00 PM

ADJOURN: 7:34 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: _____