



Bouse Volunteer Fire District

P.O. Box 155
Bouse, Az. 85325

Board of Directors

John Nault (928) 851-5234
Doug Williams (928) 916-4416
David Bull (928) 851-2222

MINUTES OF THE BOUSE VOLUNTEER FIRE DISTRICT BOARD MEETING

OCT 11, 2017

Please Note: The BVFD board general meeting has been moved for this month only to Wednesday Oct 11, at 5.00pm

(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 1700 hours (5:00pm). Followed by the Pledge of Allegiance

ROLL CALL OF OFFICERS: John Nault, David Bull & Doug Williams

INVITED GUEST Mr Buckelew - Deputy La Paz County Solicitor

PUBLIC MEMBERS PRESENT:

APPROVAL OF MINUTES: **Sept 12, 2017 Board Meeting** - motion to approve (JN) Seconded (DB) Vote Aye 3 Nay 0 Motion carried.

Sept 12, 2017 Executive Meeting - motion to approve (JN) Seconded (DB) Vote Aye 3 Nay 0 Motion carried.

FINANCIAL REPORTS:

Sept 2017 - motion to approve (DW) Seconded (JN) Vote Aye 3 Nay 0 Motion carried. (DB) also informed the board that he had updated the BVFD laptop Quickbooks Software to 2018 in preparation for Safer Grant and Payroll requirements (once setup)

CORRESPONDENCE: Chief also provided the board with a possible option to purchase an attack/pump vehicle for the district.

CHIEF'S REPORT:

ALS	BLS	MVC	Veh - Fire	Spec Duty	Public Assist	Still	Missed	HazMat	Cancelled
5	6			1	2	1	8		
									Month Total: 23
Year To Date									
61	42	18	4	4	11	8	21	1	6
									YTD Total: 176

- Chief informed the board he had found a hazmat grant which he will apply for once he receives quotes for 3 sets of turnout gear.
- Chief is meeting with Brad Shelton manager of River Medical, tomorrow (Thursday) to discuss possible options for the fire district to be able to operate an ambulance.
- Chief Novak informed the board that we had received notice and a check for \$500 for a grant to pay fire his Fire Admin Training last month.
- Chief advised that Clifton Terrell would cut up and remove the trailer frame which was used for a training burn located on Dog Williams property, for \$300.00 (prices includes welding gases)
- Sharkey's has advised the k-12 saw is not repairable due to lack of available parts. He reminded the board that model is over 20 years old.
- Chief has installed a timeclock at the station and is now in service for personnel
- Chief will be conducting a fire inspection at Rose Acres next week (18th) requested by Rose Acres. His recommendation is that the BVFD does not charge for this service since we are working on annexation.
- Chief reminded the board that we need to have Rose Acres property Butt up against the boundary of the fire district to consider annexation. He is working with Colorado District of BLM office to find out how to annex BLM land making Rose Acres contiguous to the district.

- Safer Grant update - We are able to submit reimbursement after the period of Performance (POP has started on a monthly basis. A quarterly submittal is considered minimum requirement by the SAFER Grant.
 - Chief requested a SAFER grant agenda item be placed on board meeting agenda each month as a month discussion point
 - Period of performance starts 90 days after the grant was awarded (this will be December 7, 2017)
 - Chief is waiting on assistance from AFG folks

MEDICAL DIRECTOR'S REPORT: *As discussed & approved at the June 2017 meeting, meetings in Aug, Oct, Dec, Feb, April and June of each year will include a time for a report from the Medical Director. call to the public: Due to the change of date from tuesday to wednesday IMD was unable to be represented ... (DB) will invite them to be on the agenda for the Nov meeting*

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

- A. Safer Grant - Progress Update and Administration needs - Discussion followed in regards to items raised in Chief's report. Item will be placed on agenda each month for discussion and updates. (DB) again mentioned that the BVFD really needs to consider outside help to at least assist in setting up the Payroll correctly and to get organized for requirements of the SAFER Grant. Discussion followed and will be discussed again at a later date after some research.
- B. Update on status of Incident reports - where they brought up-to-date and are any outstanding currently? Chief advised that the issues with the incident reports have been corrected and are now up-to-date and in compliance with requirements. The board will continue to monitor in the future to avoid any further issues.

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

a) **Consent Agenda Items:**

(3863-APS \$ 327.79), (3864-Frontier \$ 121.96), (3865-IMD \$ 365.00), (3866-LaPaz Regional Hospital \$ 150.00), (3867-J. Novak \$500.00), (3868-Ocotillo \$ 400.00), (3869-Parker Pest Control \$50.00), (3870-Praxair \$ 34.80), (3871-United Fire \$255.60), (3872-Verizon \$97.05), (3873-Wells Fargo \$118.33), (3874-Wells Fargo \$42.45) Total \$ 2472.98

Motion to approve consent agenda for August as presented (JN). Seconded (DW). Vote Aye 3 Nay 0 Motion carried.

- b) Discussion on legal requirements (*under Statute*) regarding Fire District Board positions - Mr Buckelew was in attendance to outline the Statutes relevant to the discussion. He pointed out according to ARS Statutes if a board member misses 3 consecutive months fulfilling the duties of a board member the law state that the position is vacated at the time of the third month. Further, the remaining board members can appoint a replacement to fill vacancy within a set time frame before the county decides to take action and appoint one for the BVFD. (DB) outlined that the possible issue is a mute point now with the board members were in attendance. BUT that his actions in contacting the County were to protect the district from any legal issues should the situation arise. (JN) raised the point that the action should be a Board discussion not an individual. (DB) responded to this by stating for the record that he had emailed the county to get the Statutes and identify if his solution if needed was a valid and legal option. He again outlined that it is a mute point and that hi intention was NOT to create any discontent within the board. He acknowledged the role of the board member to the district and the value of continuing the role, But it was still a case of due diligence and that was all. Further discussion followed before the issue was ended.
- c) Payment of Pay per Shift Allowance for Sept 2017 in the amount of \$ **1490.00**
(6 Individuals qualifying: **John Novak, Rob Lowe, Ciara Mejia, Donald Day, Cody Purcell, and Troy Collier**) *motion to approve (JN) Seconded (DB) Vote Aye 2 Nay 0 Motion carried.*
- d) Discussion (and possible action) on MOU with Bouse Elementary School District (fuel use & procedures)- Discussion began before the board but there was no representative from the School District so after a brief discussion the item was tabled to a future meeting when a school representative is present.

- e) Discussion on issues and possible changes to volunteer roster (tabled from Sept) - Chief updated the board on progress with recruiting more volunteers, officially informed the board in changes in the roster with one volunteer Ciara resigning to focus on her position at Ehrenburg Fire.
- f) Discussion (and possible action) on Probationary Pay (tabled from Sept) - Chief also discussed a proposal to adjust policy on shift pays. Brief discussion followed advising that if a policy is changed it must be brought to the board for approval in written form. The board also re-enforced that the chief was appointed by the board and has been delegated the authority to operate the station and volunteers as a professional. The will make decisions based on his recommendations in almost all cases.
- g) Discussion (and possible action) on Fire District Vehicles (tabled from Sept) - Chief presented information to the board on an attack vehicle and seeking advise on how the board wanted him to proceed. He outlined that the White engine was quickly becoming a money pit with the need to frequently repair the vehicle. His recommendation was to consider selling the white truck and purchasing the smaller less expensive attack vehicle as a first response vehicle. Discussion followed with (DW) outlining why the district considered a two truck option. (DB) supported the chief with financials showing a large amount of repairs had been made on the White engine. More discussion followed before (DW) made a motion to direct the chief to investigate the sale of the white Truck for the recommended price provided by the mechanic and a finding a suitable replacement truck. *the motion was seconded by (DB) and put to a board vote resulting in 2 Ayes and 1 Nah.* Chief was directed to research and get back to the Board.

REPORTS:

1. Inventory Committee: Nothing to report
2. Vehicle Maintenance Committee: Nothing to report
3. Policy Committee: No items in process.
4. Building Committee: The building committee was directed to meet to discuss how to move forward with building plans. It was also pointed out that with the successful SAFER grant the BVFD was now in a position of needing to move forward to provide some form of living quarters for the volunteers that will be on call.

CALL TO THE PUBLIC:

one member of the public asked for clarification of why they were paying fire tax twice ... (DW) outlined that one is a Arizona State tax (that goes toward the State fire services) and the second is a Local County Tax (that goes directly to the Bouse Fire District)

BOARD MEMBER COMMENTS: Doug Williams (none), John Nault (none), David Bull (none), Chief did request for a possible Special meeting to continue the Executive session tabled from the Sept Meeting

SET TIME AND DATE OF NEXT MEETING: TUESDAY, NOV 7, 2017 5:00 PM -

ADJOURN: BOARD MEETING 1808 HOURS (6:08 PM)

Minutes taken by audio recording and transcribed on May 12, 2017 by 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 12-27-17

SIGNED: 