

Bouse Volunteer Fire Board Minutes

September 11, 2018

Meeting was called to order at 12:12pm.

Roll Call of officers: David Boyer, chairman, present - Jim Pontious, Clerk, present - John Newman, Treasurer, absent - John Novak, Fire Chief, present

Approval of minutes: Minutes from August 25, 2018 meeting - motion made to approve minutes as presented by Jim Pontious, Dave Boyer seconded the motion, all approved. Motion carried.

Approval of financial report: Chief Novak stated that due to computer problems at the La Paz County, Parker Accounting does not have those reports at this time.

Fire Chief's report: 15 calls for the month of August: 1 BLS, 2 ALS, missed 2 in District calls and 2 Out of District calls; had 2 cancelled calls, 4 Public Assists and 2 motor vehicle collisions, one of which required extrication. The Expedition was sold to Peoples Valley Fire District and they are very happy with it. Further detailed report, see Chief's written report.

Community Outreach Coordinator's Report: Vonnie gave brief report on items ordered and received for distribution by the firemen at the Bouse Rest Area on Swap Meet day. T-shirts will be on sale October 5th. The Fire District will participate in Fire Week at the Bouse school, October 8-12, to help teach children about fire safety. Signs regarding the meetings and the fire district office are being investigated for future meetings. Regarding the flying of the flags on the flag post, new ones will be ordered and seeking public assistance in raising and lowering flag at night and morning. Will be checking with VFW and American Legion.

Old Business: Jim Pontious asked Fire Chief Novak if his new computer had been ordered so that it could be set up by Ironwood accounting with all the necessary software. Chief Novak stated that it has been ordered and should be received this week. Also, Chief Novak stated that the request from George Nault regarding maintenance records on all vehicles for the fire district has been completed by Jim and Teresa Pontious. A letter along with invoice has been sent to George Nault to pick up packet of requested information at the fire district office. This packet was given to the clerk, Jim Pontious, to be held until George Nault requests packet.

Fire Chief Novak requests on the new business that item D be moved up and called for executive meeting regarding report from Brian on Squad/Attack fire vehicle prior to purchase from Peoples Valley fire district to replace the expedition. Jim Pontious made the motion to go to Executive session, Dave Boyer, seconded the motion, motion

carried.

Executive session called at 12:40pm
Come out of Executive session at 12:51pm

Call to public moved forward because Tim Ludlow had some questions and had to leave before meeting is finished. Questioned regarding the air compressor and generator that is outside. He will be back by to check out the generator to see what the problem with it.

New Business:

A. total warrants and total payroll. Warrants \$7,477.60 and Payroll \$5481.78 - Jim Pontious made motion to accept the totals as presented, Dave Boyer, seconded motion, motion carried.

B. Fire Chief's contract - moved to be included in policy as accepted in previous meeting. Jim Pontious, made the motion to accept the new form as presented, Dave Boyer, seconded the motion, motion carried.

C. Setting up auto pay for all consent agenda items through Ironwood Accounting. Ironwood will pay bills upon approval by the Fire board. Fire Chief will make an itemized list for the board of all bills that are to be paid each month. Jim Pontious made motion to accept the auto pay system by Ironwood Accounting as described previously, Dave Boyer seconded the motion, motion carried.

D. The executive session was explained as conference with the maintenance person, Brian, regarding the possible purchase of new fire truck from Peebles Valley fire district in the amount of \$18,000. Brian completed the one-year inspection required by state of Arizona and presented report to the Fire Board and Fire Chief in the executive session and gave his recommendations regarding the vehicle. Upon inspection it is recommended that a few repairs and update on equipment would be required but it is a sound vehicle. Fire Chief Novak asked the two Fire Captains who were in attendance for their opinions about the equipment. They also agreed that it would be beneficial to the Bouse fire district to acquire this vehicle. Estimated total cost would be \$25,000 after repairs and update. Jim Pontious made the motion to purchase the vehicle, Dave Boyer seconded the motion, motion carried.

E. Temporarily suspend delay of hiring new volunteers while waiting for fingerprint background check results to arrive. The applicants are currently employed by other fire departments. Chief Novak explained that the delay was due to no one at Bouse Fire District currently can read the results and DPS will not accept any fingerprint cards until there is someone who has gone through their classes. Chief Novak stated that he will be taking the online class along with his captain on September 20, 2018. When this class has been completed he and the captain will be certified and all normal processes will be followed.

F. Policies for first reading and comment presented by Chief Novak - Jim Pontious requests action be put on agenda for next meeting on September 22, 2018. Dave Boyer seconded, motion carried.

Committee reports

1. Policy Committee - Need to get more policies in place because only 6 policies were found. Chief Novak stated that the Fire Chief at Buckskin fire district will help us and share their resources as soon as they get their new policies completed. Ted, Jim and Chief Novak have some preliminary policies to go over.

2. Building Committee - Chief Novak stated that he has the permit application for the remodel for La Paz County finished and that the fire district is waiting to hear back from the State Fire Marshal's office. Also, John Walker of the La Paz Sheriff's office, gave the key to the substation building, so that Chief Novak can start moving his office there this week. Jim Pontious offered his utility trailer to be available to help move equipment easier from one place to the other.

Board Member Comments

Jim Pontious asked about the painting of the trucks. This is being investigated and estimates will be gotten.

Fire Chief comments

Chief Novak expressed his appreciation for the board's support in getting more organized and things accomplished for the fire district. Becky, the new clerical assistant, will be calling on Thursday to confirm when she will be starting.

Community Outreach Coordinator Comments

Vonnie Harmon wants to express her appreciation for the positive actions and attitudes that are seen in this office. She is excited for the things being planned and are forward movement for improvement and compliance with state and federal law.

Set time and date for next meeting

Saturday, September 22, 2018 at 10:00 am

Meeting adjourned

Meeting adjourned at 1:34 PM