



Bouse Volunteer Fire District

P.O. Box 155

Bouse, Az. 85325

Board of Directors

Chairman - David Boyer (928) 851-5242

Clerk - Jim Pontious (360) 921-5799

Treasurer - John Newman (801) 361-6567

MINUTES OF THE BOUSE VOLUNTEER FIRE DISTRICT BOARD MEETING

January 26, 2019, 10:00 pm at 27716 Frame Avenue, Bouse AZ 85325

1. CALL THE MEETING TO ORDER. David Boyer called the meeting to order at 10:04am

2. PLEDGE OF ALLEGIANCE. All in attendance participated.

3. INVOCATION. None

4. ROLL CALL OF OFFICERS. David Boyer, Present - Jim Pontious, Present - John Newman, Present.

5. APPROVAL OF MINUTES. (JP) Moved to approve minutes of January 8th 2019 Board meeting.

Seconded by (JN). Motion carried unanimously.

6. CORRESPONDENCE:

- a) Received a letter from La Paz Co. Treasurer request current signature forms to be renewed. Chief/VH recommends to send them a letter with BVFD letter head and Board members signatures.

7. CHIEFS REPORT: See Attached report.

8. COMMUNITY OUTREACH COORDINATOR: None

CALL TO PUBLIC: ReNea Hedges, Expressed a thank you from the Bouse Fire Auxiliary, to our Firemen for their participation in open house and Quartermania on Friday January 25th.

Pastor Barbara spoke in behalf of the La Paz Clinic located next to our office. He is asking for BVFD assistance to promote the Tuesday and Thursday rural health clinic for our community.

9. UNFINISHED BUSINESS:

- a. Requested inventory status due 1/26/2019 from John Novak. Captain John Cafilisch will resume the responsibility of the inventory. John Cafilisch will work on the update to include, truck, buildings & office. Board will add on next meeting **Agenda**, and revisit the progress.

- b. **Board Action** (JP) Motion to develop letter of formal verbal voluntary resignation for John Novak as Fire Chief. Effective January 21st 2019. Mail a registered letter requiring a signature to obtain formal notice that John Novak has officially resigned. (JN) second motion carried unanimously.
Discussion: To conduct business BVFD needs a formal letter of voluntary stated resignation.
- c. Tabled purchase of FF flashlights. (JP) motion to remove flashlights assigned to each FF. Purchase new flashlights and add them to inventory on Apparatus and Shop. (JN) second Motion carried unanimously.

10. NEW BUSINESS, DISCUSSION AND ACTION CALENDAR:

- a. Chief Vonnie Harmon request **executive session** regarding personnel, and request John Caflisch to remain in session. (JP) motion to move to executive session at 11:13 (JN) second motion carried unanimously.

Executive sessions are generally closed discussions of a Board of Directors that may include invited attendees such as the Fire Chief, certain staff members and/or legal counsel. These sessions can occur at the end of a board meeting or separate from a board meeting if no formal actions are to be taken. Executive sessions can be a useful tool or a board for addressing sensitive legal and/or personnel matters.

(JN) Motion made to move into Executive Session at 11:15 am for the following reason or agenda item **#10 a. Personnel**

Motion seconded by: (JN)

Executive Session during meeting:

(DB) Motioned to end Executive Session Board meeting at 11:30am

Motion seconded by: (JN)

If the Bouse Fire Board needs to go into Executive Session, it is done at this time and should be to address only agenda items listed above.

- b. (JP) Motion to return to regular meeting at 11:34am (DB) second. Motion carried unanimously.
Discussion: (JP) Annoucement to the public per (DB) direction, that he recommends John Caflisch as a salary paid Consultant / Captain in the amount of **\$2500.00** a month, on a performance based rate and schedule.
- c. (JP) Motion to hire John Caflisch as a Consultant / Captain for the BVFD effective February 1st 2019 (JN) second motion carried unanimously.
- d. **Consent Agenda Items:**
 - **Item 10.b. Pay Parker Towing** past due from May 2018 invoice #50281 in the amount of \$500. and current amount due from 1/16/2019 invoice #19-0116-1422 in the amount of \$1400.00
Total \$1900.00 (JP) Motion to pay invoices due (JN) second motion carried unanimously.
 - **Item 10.c** Consent to pay **EMR** online class for John Caflisch at **\$350.00** (JN) Motion to cover all costs for **EMR** class for required certifications. (JP) seconded motion carried.
 - **Item 10.d. Reimbursement to Board** John Newman, Jim Pontious, David Boyer and **BVFD Staff** Rebecca Lowe for **AFDA** conference (to include lodging, mileage & meals) **Total \$ 1236.51** (JP) Move to pay as presented (DB) second motion carried unanimously.
 - **Item 10.e. Reimbursement** to ReNea Hedges for Open House expenses in the amount of \$204.00 (JP) Motion to reimburse ReNea (JN) second motion carried unanimously.
- e. Appoint committee, and set time and date for first **Budget Work Shop** of 2019. (DB) Motion to add to next Board Meeting on February 12th 2019 Agenda to form **Budget** committee. (JP) second motion carried unanimously. (JP) Motion to also form a committee for **Rose Acre Farm Annexation** (JN) second motion carried unanimously.

- f. **Finalize Levy Limit worksheet** (JP) Motion to Table for February 12, 2019 Board meeting. (JN) second, motion carried unanimously. **Discussion:** The **Levy Limit Worksheet** will be presented at the next board meeting as an **Agenda** item.
- g. **Mileage Reimbursement** to John Newman for a **Total of \$87.00** for trip to Havasu to pick up powder coat steel for hose rack on Attack 55.

11. REPORTS: A. Committee Reports:

1. Policy Committee: None.
2. Building Committee: Add to next board meeting **agenda**.

12. BOARD MEMBERS COMMENTS:

- David Boyer states” that there is a current inadequate inventory on the buildings and the trucks. He would like to see the current inventory that is being worked on to include all BVFD property including trucks and buildings as a whole.
- Jim Pontious states” that he wants proper notation on inventory to determine what is under grant, what is junk before anything is disposed of.

13. FIRE CHIEFS COMMENTS: Radios are purchased on grants and may not be disposed of during inventory

14. SET TIME AND DATE OF NEXT MEETING:

February 12, 2019 at 12: pm

15. ADJOURN: (DB) meeting adjourn at 12:32pm

MINUTES WEREN TAKEN BY AUDIO RECORDING AND TRANSCRIBED ON JANUARY 29, 2019
BY BECKY LOWE. THESE MINUTES ARE A SYNOPSIS OF THE RECORDING OF THE MEETING
AND NOT A WORD FOR WORD TRANSCRIPTION.

MINUTES APPROVED AT THE REGULAR MEETING OF THE BVFD BOARD OF DIRECTORS:

DATE:

SIGNED: