



## **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**

**March 12, 2019, 12:00 pm at 27716 Frame Avenue, Bouse AZ 85325**

- 1. CALL THE MEETING TO ORDER:** David Boyer called the meeting to order at 12:04 pm
- 2. PLEDGE OF ALLEGIANCE:** All in attendance participated.
- 3. INVOCATION:** By Pastor Ted Finkbeiner, all in attendance participated.
- 4. ROLL CALL OF OFFICERS:** David Boyer, Present - Jim Pontious, Present - John Newman, Present.
- 5. APPROVAL OF MINUTES:** Jim Pontious moved to approve minutes of February 23, 2019 Board Meeting. Seconded by John Newman motion carried unanimously. David Boyer Motion for discussion. Point of order Jim Pontious discuss motion made to stop Board Meetings held the 4<sup>th</sup> Saturday of the month, Question why stop the meetings when they might be needed to conduct BVFD Business, mainly concerned about paying bills in a timely manner. David Boyer and John Newman voted 02/23/19 meeting to change Saturday meetings to Committee meetings due need of less time spent by Administration staff preparing Agendas and Minutes. And more time spent taking care of BVFD daily business to move forward. Unless a special meeting needs to be scheduled if it arises. Jim Pontious motion to close discussion, David Boyer second motion carried unanimously.
- 6. APPROVAL OF FINANCIAL REPORT:** Jim Pontious moved to approve financial report from 01/01/2019 through 01/31/2019 as presented. John Newman seconded, motion carried unanimously.
- 7. CORRESPONDENCE:**  
Chief Harmon shared a Thank You note from a community member affected by the last fire.
- 8. Fire Chief Report:** See attached report.
- 9. Captains Report:** See attached report.
- 10. Request Executive Session:** David Boyer moved to adjourn to executive session at 12:43 to discuss wages, salary and Administrative procedures per Chief Harmon and Jim Pontious. Returned from Executive session. David Boyer moved to resume Board meeting at 13:40.
- 11. CALL TO PUBLIC:** ReNea Hedges, invited BVFD members to attend other community meetings, to include Bouse Women's Fire Auxiliary, Bouse Chamber, and Bouse Booster Club. ReNea also wanted to air a hind sight situation. Bouse Auxiliary donated \$3500 to pay Mr. Clark, for Blue Prints prepared for BVFD. In turn Mr. Clark donated \$1500 back to the Auxiliary and requested Chief Novak to come pick up the check to be donated back. Chief requested Mr. Clark, to write 2 checks. One for \$1000. to BVFD, and one for \$500. to County Line Fire. When questioned Chief explained to Mr. Clark, and his understanding, was that County Line was an extension of BVFD. Be it **NOTED** County Line Fire is **NOT** in any way affiliated with **BVFD**. ReNea Hedges spoke with Chief Novak about the exchange and his explanation was that Mr. Cark, requested it that way. Bouse Auxiliary does not expect re imbusement, even though they should have received the full \$1500. but she does want the Board to be aware of the situation. Mr. Clark, has copies of the cashed checks as do the Bouse Auxiliary, and current Fire Chief Harmon. David Boyer requested further investigation and to be put on the next Board meeting Agenda

## 12. UNFINISHED BUSINESS:

- a. **Jim Pontious moved** to accept and endorse new agreement for Fire Position Captain with adjustment that have been made. **John Newman seconded**, all in favor Motion carried unanimously.
- b. **Discuss Tax Levy Limit Review.** Chief Harmon presented a letter from the La Paz County Assessor in regards to a glitch in their audit system and has sent out the wrong information. A new Assessment will be sent out ASAP with proper evaluation. This will delay the process to move forward by at least a month. **David Boyer moved** to table until next board meeting. **John Newman seconded**, motion carried unanimously.
- c. **Volunteer POC.** Chief Harmon presented purposed P.O.C. Jim Pontious request to contact attorney regarding legality of pay, and to table until next Board meeting.
- d. **Discuss Ironwood Accounting.** Administration requested that Board members council accountant to scope of practice within specific guidelines. The need to provide proper documentation for Budget Reports and Board Meetings. Jim Pontious asks for better communication with accountant. John Newman suggest 30 day to see if things level out.
- e. **Inventory Status.** To be completed by next Board meeting.

## 13. NEW BUSINESS, DISCUSSION AND ACTION CALENDAR:

- a. **Advanced Plumbing** contract in the amount of \$4686. to finish bathroom remodel. **Discussion**, John Bennett recommends going with Advance plumbing due to the fact they have the best proposal for the amount of work to be done in a timely manner. **Jim Pontious moved** to except bid with litigation to include 50% in advance payment. **John Newman seconded**, motion carried unanimously.
- b. **Approval of Fire Chief Job description.** Table until next Board meeting.

## 14. CONSENT AGENDA ITEMS:

- a. **Accept Monthly Budget** expense report from **02/01/2019 through 02/28/2019** total of **\$ 8073.01** **John Newman** moved to approve as read, **Jim Pontious** seconded, motion carried unanimously
- b. **Accept Monthly Budget Payroll** total **\$4018.39** **Jim Pontious** moved to approve as read, **John Newman** seconded, motion carried unanimously
- c. **Accept Stipend Pay** for Volunteers total **\$3333.75** **Jim Pontious** moved to approve as read, **John Newman** seconded, motion carried unanimously.

## 15. REPORTS: A. Committee Reports:

1. **Policy Committee:** Jim Pontious, requested copies of policy and procedure manual be given to committee members to be reviewed.
2. **Building Committee:** John Newman, reports they will be inserting a partition to separate office from day room. We should be able to start moving back into our building in the next couple of weeks.
3. **Budget Committee:** None
4. **Rose Acre Annexation Committee:** Jim Pontious reported that the committee members went to La Paz Assessors office to meet with the office staff, and to discuss information needed for Annexation.

## 16. BOARD MEMBERS COMMENTS: None

## 17. SET TIME AND DATE OF NEXT MEETING: April 9, 2019 at 12:00pm

## 18. ADJOURN: (DB) meeting adjourn at 15:35pm

MINUTES WEREN TAKEN BY AUDIO RECORDING AND TRANSCRIBED ON MARCH 19, 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: