



**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**

**May 14, 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 12:00 pm.
- 2. PLEDGE OF ALLEGIANCE:** All in attendance participated.
- 3. INVOCATION:** 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 the April 9, 2019 Board Meeting, and the April 27, 2019 Special meeting with executive session. John Newman seconded motion carried unanimously.
- 6. APPROVAL OF FINANCIAL REPORT:** Jim Pontious moved to approve financial reports from 03/01/2019 through 03/31/2019, and 04/01/2019 through 04/31/2019 as presented. John Newman seconded, motion carried unanimously.
- 7. CORRESPONDENCE:** Chief Harmon notifies Board that John Novak has applied for unemployment.
- 8. FIRE CHIEF REPORT:** See attached report.
- 9. CAPTAINS REPORT:** None.
- 10. FIRE AUXILIARY REPORT:** None.
- 11. CALL TO PUBLIC:** Community Member Justin Mettler presented a donation of \$700 to the BFD for the use of the Water Tender and Volunteer Fire Fighters to keep the dust down during construction in his property.
- 12. UNFINISHED BUSINESS:**
  - a. **Jim Pontious** moved to set Budget Hearing Meeting Saturday May 25, 2019 at 10:00am  
**John Newman** seconded motion carried unanimously.
  - b. **Discussion/Action** regarding change of accountant. **John Newman** met with Parker Accounting All fees are the same as prior agreement. Cost for Ironwood is more and we are still having continued miscommunication and conflict. **Jim Pontious** does not agree. His opinion is to leave it the way it is and move forward. **David Boyer** moved to change Accountants and return to Parker Accounting starting June 1, 2019. **John Newman** seconded motion carried by unanimous vote.
  - c. **No Action** taken regarding point of contact and reporting from the Accountant.
  - d. **David Boyer** moved to accept revised **District Credit Card Policy #105**. **John Newman** seconded motion carried unanimously.

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

#### a. Consent Agenda items:

1. Accept Monthly Budget expense report from **04/01/2019 through 04/3/2019**  
Total of **\$11904.21**

2. Accept Monthly Budget Payroll Total **\$4523.62**

3. Accept Stipend Pay for Volunteers Total **\$6235.00**

**John Newman** moved to approve

as read, **Jim Pontious** seconded, motion carried unanimously.

b. **Jim Pontious** moved to Approve **Copperpoint Workman Compensation Resolution**  
as presented **John Newman** seconded motion carried unanimously.

c. **VFIS** renewal policy Due July 1<sup>st</sup>.

d. **John Newman** moved to change **Clerical position hourly wage to \$12.00** and to back pay  
difference from January 1<sup>st</sup> 2019 effective immediately **Jim Pontious** seconded motion carried  
unanimously.

e. **John Newman** moved to accept **Billing for out of District Services Policy #106**, as written  
**Jim Pontious** seconded motion carried unanimously.

f. **John Newman** moved to accept **POC Stipend Policy #114**, as written, and effective on this date  
of 05/14/2019 **Jim Pontious** seconded no discussion motion carried unanimously.

g. **David Boyer** moved to accept **Purchasing/Procurement Policy #130**, as written **Jim Pontious**  
seconded motion carried unanimously.

h. **Jim Pontious** moved to **Adopt NJCA Policy #113, (fingerprints)** effective 05/14/2019  
**David Boyer** seconded motion carried unanimously.

i. **Jim Pontious** moved to offer the position of Fire Chief to **Chase Rather**, **David Boyer** seconded  
motion carried unanimously. Discussion **Chase Rather** accepted the position. Effective June 1<sup>st</sup>  
2019 on a 3 month probation period. **Jim Pontious** moved to start salary pay of \$3600. a month  
effective June 1<sup>st</sup> 2019. Pro Rate pay at a daily per diem rate until July 1<sup>st</sup> 2019. Allowing time for  
him to give appropriate notice to current employers. **John Newman** seconded motion carried  
unanimously.

j. **Jim Pontious** discussion to authorization for **Vonnie Harmon** to process an **Attorney Approved**  
**Fire Chief Job Description** with updates.

#### 14. REPORTS: A. Committee Reports:

1. **Policy Committee:** None.

2. **Building Committee:** John Newman reports that we are moving forward. The inspection is  
complete and we are ready to call the plumber and wrap up the project.

3. **Budget Committee:** Meet, next meeting will be Sat May 25, 2019 at 10:00am,

4. **Annexation Committee:** None.

#### 15. BOARD MEMBERS COMMENTS: None.

#### 16. SET TIME AND DATE OF NEXT BOARD MEETING:

**Tuesday June 11 2019 at 12:00pm.**

**Special Budget Hearing Meeting May 25, 2109 at 10:00am.**

#### 17. ADJOURN: (DB) at 13:30pm

MINUTES WERE TAKEN BY AUDIO RECORDING AND TRANSCRIBED ON MAY 17, 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: