

CENTRAL YAVAPAI FIRE DISTRICT
FIRE BOARD
REGULAR SESSION

May 9, 2011

MINUTES

1. CALL TO ORDER/ROLL CALL OF BOARD MEMBERS

Board Chairman John Range called the Fire Board Meeting to order on Monday, May 9, 2011 at 2:00 p.m. at Central Yavapai Fire District Training Center, 9601 E. Valley Road, Prescott Valley, Arizona.

Members Present: Board Chairman John Range, Board Clerk Bob Gardiner, Board Members Tony Reiter and Mike Generali

Members Absent: Board Member Bob Page

Staff: Chief Paul Nies, Assistant Chief Mary Dalton, HR Assistant Iveth Castro and Administrative Manager Judy Wright.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was given.

3. CALL TO THE PUBLIC

Dennis Brown addressed the Board regarding issues from the April Board Meeting. He expressed concern about the manner in which Chief Dalton is addressed and stated that she "should be addressed by her formal name since she is the only one that is called by her first name and she has earned her title". He also wanted to know why Board Member Reiter asked questions that he should know the answers to since this is his third budget and that he still did not know the difference between "budget and levy". He also stated that Board Member Reiter's comments "we need to spend funds in Yavapai County" that this practice is illegal. He said that it appears that the Board wants to get involved in the operations of the District instead of supporting it.

Board Member Reiter responded by saying that "if she has a problem she can talk to me" and "how do you answer to taxpayers if the funds are not spent here". He is concerned with keeping local tax dollars local.

Dennis Brown then replied that it is not fiscally responsible to spend more dollars just to keep business in Yavapai County.

At this point, Board Chair Range interrupted to say that this was not the time to deal with this issue.

4. **ACKNOWLEDGE RETIREMENT OF CHIEF PARRISH**

Board Chair John Range recognized ex-Board Chair Sandie Heiden who was present. He then gave a summary of Chief Mike Parrish's years with CYFD after which Chief Parrish was presented with an axe to commemorate 32 years of dedicated service to this Fire District.

Chief Parrish made a short speech in which he thanked everyone for their assistance during his tenure here at CYFD.

5. **SWEAR IN NEW FIRE CHIEF**

Paul Nies was present and sworn in to the rank of Fire Chief by Chairman Range.

6. **CONSENT AGENDA**

Approval of Minutes

April 6, 2011 – Regular Session

April 6, 2011 – Executive Session – Legal Advice re: Fire Chief Contract

April 11, 2011 – Regular Session

April 11, 2011 – Executive Session – Legal Advice re: Training Center Drainage, Personnel Matters re: New Fire Chief's Employment Contract, Legal Advice re: New Fire Chief's Employment and Contract

General Fund Financial Statements

Bond Financial Statements

Tony Reiter made a motion to approve the consent agenda as presented. Bob Gardiner seconded the motion. MOTION CARRIED.

AYES: Range, Gardiner, Reiter, Generalli

NAYS: None

7. **REPORTS AND CORRESPONDENCE**

A. **Bond Update – Training Center Development**

Assistant Chief Dalton updated the Board on the status of Phase II and added that on May 13, there would be a Phase III start up meeting to review the design etc. She stated that Dan Fontana of Danson Construction had met with Sandy Griffis of the Yavapai County Contractors Association to try to get local contractors on board and that six subcontractors from Yavapai County had attended that meeting. Chairman Range stated that he was pleased to hear that Mr. Fontana and Ms. Griffis are working together. He then asked if Phase II would be ready in time for the Open House on May 19 and Assistant Chief Dalton replied that it would be and that we had sent out the notices for the Open House.

- B. Bond Update – Station 58
Architect Michael Taylor spoke to the Board regarding Station 58. He said that the plans were 75% complete and that the permit review would take place within the next week and the GMP would be ready in June. He advised that changes in structure delayed the plans a bit.
- C. Letters from Citizens
Board Chair John Range reviewed letters received from citizens during the past month.
- D. Monthly Division Reports – Reports from the Fire Chief and Staff
Board Chair John Range reviewed the highlights of the monthly division reports from the Fire Chief and staff in regard to current activities of the Fire District and the status and progress relating thereto. Chief Parrish had two additions. As Chief Cook was absent, Chairman Range stated that he was informed that Fire Inspector Rod Lopez would be retiring in July and asked if we would be filling the position. Assistant Chief Bliss advised that a mentor committee was in place and Battalion Chief Polacek and Captain Tharp were working on this program. He also said that Assistant Chief Cook would be mentoring Captain Chase for the Assistant Chief of CRMD position. Chairman Range voiced his support for this program. There were no additions to the Maintenance and Training reports.

8. VOTE TO GO INTO EXECUTIVE SESSION

Mike Generalli made a motion to go into executive session for Legal Advice pursuant to A.R.S § 38-431.03(A)(3) and Instruction to District Legal Counsel pursuant to A.R.S. § 38-431.03(A)(4) re: (a) Training Center Drainage; (b) Supplements and amendments to the Construction Manager AIA Documents for Training Center Phase III; and (c) Draeger Settlement Agreement and Release. Bob Gardiner seconded the motion.
MOTION CARRIED.

AYES: Range, Gardiner, Reiter, Generalli
NAYS: None

At approximately 2:32 the Board adjourned out of Public Session to convene into Executive Session. Board Member Reiter excused himself from the Executive Session.

At approximately 3:00 p.m. the Board reconvened into Public Session.

9. OLD BUSINESS

- A. Training Center Drainage
As a result of the Executive Session the Board has decided to move forward with the Training Center Drainage issue.

Bob Gardiner made a motion to authorize the building of a fence and requesting reimbursement from Ace Hardware RSC. Mike Generalli seconded the motion.
MOTION CARRIED.

AYES: Range, Gardiner, Generalli
NAYS: None
ABSTAINED: Reiter

B. Approve Supplements and Amendments to Standard Form of Agreement between Owner and Construction Manager AIA Document A133-2009 between CYFD and Danson Construction Company LLC, for Training Center Phase III

Mike Generalli made a motion to approve the Supplements and Amendments to Standard Form of Agreement between Owner and Construction Manager AIA Document A133-2009 between CYFD and Danson Construction Company LLC, for Training Center Phase III. Bob Gardiner seconded the motion. MOTION CARRIED.

AYES: Range, Gardiner, Generalli
NAYS: None
ABSTAINED: Reiter

C. Approve Fiscal Year 2011-2012 Tentative Budget

Assistant Chief Dalton did a budget presentation and answered questions from Board Members. She presented three different draft budgets to the Board. Assistant Board Member Gardiner had questions regarding the PSPRS ruling and how it affects contributions that the District would have to make on behalf of Chief Nies. Assistant Chief Dalton explained the ruling and at that point Chief Nies advised that he had spoken with his attorney who called PSPRS and it was decided that this should be further investigated.

John Range made a motion to adopt the 2011-2012 budget which allowed for a 20% contingency fund and had a tax rate of \$1.85 with no pay increases. Mike Generalli seconded the motion. At this point, Board Member Reiter asked about Item 10E regarding Pay and Benefits and said that he would like to discuss item prior to voting on the adoption of the budget. Mr. Range and Mr. Generalli then withdrew their motion and Item 10E was taken out of order to be discussed at this time.

10. NEW BUSINESS

E. Summary and Approval of Fiscal Year End 2010-2011 Pay and Benefits

Assistant Chief Dalton stated that employees were very diligent these past three years with saving money on purchases for the District and being as fiscally conservative as possible. She explained that the employees have gone without pay increases or longevity pay, and have had steadily increasing costs to their health insurance and pension contributions over the past three years. Chief Dalton suggested that since we had some carryover in this year's budget, it was thought that employees could be given some type of year-end compensation, or assistance with their \$3,000/\$6,000 health insurance deductible as a gesture of appreciation.

Rob Duplessis spoke on behalf of the union. Chairman Range said that he personally was in favor of rewarding all employees. Board Member Reiter said that he had spoken with Union Chapter President Tharp regarding these bonuses. Board Member Generalli suggested earmarking \$150,000 for this purpose and Labor and Management could get together to discuss how to equally distribute this money.

John Range made a motion to earmark \$150,000 from this year's budget for bonuses for all employees and that Labor and Management should get together to discuss how this should be distributed. Mike Generalli seconded the motion. MOTION CARRIED.

AYES: Range, Gardiner, Reiter, Generalli
NAYS: None

9. OLD BUSINESS (continued)

C. Approve Fiscal Year 2011-2012 Tentative Budget

John Range made a motion to adopt the draft budget which provided for a 20% contingency fund with a tax rate of \$1.85 and no step increase. Mike Generalli seconded the motion. MOTION CARRIED.

AYES: Range, Gardiner, Reiter, Generalli
NAYS: None

D. Discuss Board Packet Preparation and Distribution

Board Member Reiter had asked that his item be placed on the agenda. He had questions about the board packet being made available sooner than it normally is. Assistant Chief Dalton stated that because we have to wait for our financial statements from the County Treasurer, that they could not be available any sooner. The alternative was to move the Board meetings to one week later in the month. At this point, it was the consensus of the Board to table this item for discussion at a later date.

10. NEW BUSINESS (continued)

A. Approve Settlement Agreement and Release between CYFD, Draeger Safety Systems, Ltd and Draeger Safety Inc

John Range made a motion to authorize Mr. Whittington to draw up a settlement letter to Draeger as discussed in executive session pursuant to A.R.S. 38-41.03(A)(4) Instruction to District Legal Counsel. Tony Reiter seconded the motion. MOTION CARRIED.

AYES: Range, Gardiner, Reiter, Generalli
NAYS: None

B. Approve Memorandum of Understanding (MOU) between CYFD and Yavapai County Emergency Management

Tony Reiter made a motion to approve Memorandum of Understanding between CYFD and Yavapai County Emergency Management regarding the option of placing communication equipment on our Mt. Francis tower. Bob Gardiner seconded the motion. MOTION CARRIED.

AYES: Range, Gardiner, Reiter, Generalli
NAYS: None

- C. Approval to purchase Mobile Data computers (MDC's) for Frontline Engines
Assistant Chief Dalton said that we were requesting permission to purchase computers and associated hardware for the installation of MDCs in the frontline engines. She stated that this equipment is budgeted and is a part of our long term plan to improve our response capabilities. She also stated that we had attached quotations for this equipment and that the software was not included in these quotations as this would be taken from next year's budget.

Board Member Reiter asked why these funds were not taken out of the bond money. Chief Bliss explained that this was not part of our communications program and that completion of this project will allow for MDCs with secure VPN Data Connectivity to the District network in all first out engines, the BC vehicle, 502 vehicle and one additional vehicle.

John Range made a motion to approve funds not to exceed \$55,000 for the purchase of Mobile Data Computers and associated hardware. Tony Reiter seconded the motion. MOTION CARRIED.

AYES: Range, Gardiner, Reiter, Generalli
NAYS: None

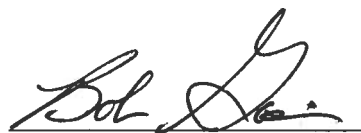
- D. Approve Technical Services Intergovernmental Agreement
Assistant Chief Dalton stated that there are times when our Communications Division is asked to provide other governmental entities with temporary and limited assistance with microwave and VHF communication issues. The purpose of this intergovernmental agreement is to provide us the ability to service these needs and compensate CYFD for the time and materials necessary to provide assistance.

Tony Reiter made a motion to approve Technical Services Intergovernmental Agreement. John Range seconded the motion. MOTION CARRIED.

AYES: Range, Gardiner, Reiter, Generalli
NAYS: None

11. ADJOURNMENT

The meeting was adjourned at 4:20 p.m.



Bob Gardiner, Board Clerk