

CENTRAL YAVAPAI FIRE DISTRICT  
FIRE BOARD  
REGULAR SESSION

October 17, 2011

**MINUTES**

**1. CALL TO ORDER/ROLL CALL OF BOARD MEMBERS**

Board Chairman John Range called the Fire Board Meeting to order on Monday, October 17, 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 Generalli

**Members Absent:** Board Member Bob Page

**Staff:** Fire Chief Paul Nies, Assistant Chief Mary Dalton, Administrative Manager Judy Wright

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was given.

**3. CALL TO THE PUBLIC**

None

**4. PRESENTATION**

**A. 20 Year Service Awards**

Captain Brad Davis was present and received an award for 20 years of service with CYFD.

Captain Alex McKinnon was present and received an award for 20 years of service with CYFD.

Battalion Chief Polacek and Engineer Beaudette were not in attendance.

**B. Swear In New Firefighter and New Training Chief**

Firefighter Wes Sheldon was present and sworn in to the rank of Firefighter.

Battalion Chief Gary Cordes was present and sworn in as the new Training Chief.

**C. Swear In New CYRTA Project and Maintenance Assistant**

Chris Pena was present and sworn in to the position of CYRTA Project and Maintenance Assistant.

**5. CONSENT AGENDA**

Approval of Minutes

September 12, 2011– Regular Session  
September 12, 2011 – Executive Session  
General Fund Financial Statements  
Bond Financial Statements

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

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

**6. REPORTS AND CORRESPONDENCE**

A. Bond Update – Training Center Development

Assistant Chief reported that everything was going well and that Drager completed their installation and testing of the new Burn Tower smoke machine system on September 24 and 25. We have resumed our quarterly night live fire drills and so far all results are positive.

B. Bond Update – Station 58

Architect Michael Taylor reported that everything was on schedule at Station 58.

C. Letters from Citizens

Board Chair Range reviewed letters received from citizens during the past month and noted that they were all positive comments.

D. Monthly Division Reports – Report from the Fire Chief and staff with regard to current activities of the status and progress relating thereto

Chairman Range thanked all the Chief Officers for their respective division reports. He said that it is good for the Board to know what activities our personnel are involved in. Board Member Generalli said that the AXES class was very good and he complimented staff on this. He also asked about the flashover prop and Chief Cordes responded that it had been shut down so that we can take care of some safety issues.

**7. VOTE TO GO INTO EXECUTIVE SESSION**

Tony Reiter made a motion to go into Executive Session for

- (a) Personnel matters pursuant to A.R.S. §38-431.03 (A) (1) re: Fire Chief Evaluation;
- (b) Legal advice pursuant to A.R.S. §38-431.03 (A) (3) and Instruction to Legal Counsel pursuant to §38-431.03 (A) (4) regarding Training Center Drainage.

Bob Gardiner seconded the motion. MOTION CARRIED.

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

At approximately 2:155 p.m. the Board adjourned out of Public Session to convene into Executive Session.

At approximately 2:45 p.m. the Board reconvened into Public Session.

**8. OLD BUSINESS**

**A. Training Center Drainage**

Tony Reiter made a motion to authorize legal counsel to proceed with this matter as discussed in Executive Session. Bob Gardiner seconded the motion. MOTION CARRIED.

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

**B. Discussion regarding Public Safety Retirement System Alternate Contribution Rate**

Chief Nies updated that Board on this issue. He said that there are no litigants or record as yet and believes that if there is a challenge, it will come from the schools. He recommends that we continue to monitor this matter. It was the consensus of the Board that we continue to watch and see what happens. Board Member Reiter asked about a time frame and Attorney Whittington replied that it would be two years per statute.

**9. NEW BUSINESS**

**A. Fire Chief Probationary Evaluation**

The Board is in agreement that Chief Nies is doing an outstanding job for the District.

**B. Approve Fire Protection Services Agreement - Gordon**

Tony Reiter made a motion to approve the Fire Protection Contract at the Gordon property, 13330 E. Mingus Vista Drive, Prescott Valley, effective October 1, 2011 in the prorated amount of \$367.56. Bob Gardiner seconded the motion. MOTION CARRIED.

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

**C. Approve Purchase of Facility Maintenance Vehicle**

John Range made a motion to approve the purchase of a facility maintenance vehicle from Earnhardt Dodge in the amount of \$32,256.14. Tony Reiter seconded the motion. MOTION CARRIED.

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

**D. Discussion re Feasibility of Transitioning to an Electronic Board Packet**

Assistant Chief Dalton said that staff is requesting that the Board consider the possibility of presenting the monthly board packets in an electronic format. She said that the current method requires a significant amount of staff time to copy the information and also up to 8 reams of paper, which is costly. A discussion followed about the costs involved and the Board agreed that we should definitely research this further.

**E. Approve Learning Partnership Memorandum of Understanding with Columbia Southern University and Waldorf College**

Assistant Chief Dalton explained the agreement and answered questions from Board Members.

Tony Reiter made a motion to approve the Learning Partnership Memorandum of Understanding with Columbia Southern University and Waldorf College. Bob Gardiner seconded the motion. MOTION CARRIED.

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

F. Fiscal Year 2011-2012 Financial/Planning Report

Assistant Chief Dalton reviewed the 5-year revenue and expenditure projections with the Board and answered questions from Board Members. Board Chair Range asked about the administrative office space and she responded that we were in the process of getting quotations on different options.

10. ADJOURNMENT

The meeting was adjourned at 3:20 p.m.



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Bob Gardiner, Board Clerk