

CENTRAL YAVAPAI FIRE DISTRICT  
FIRE BOARD  
REGULAR SESSION

August 10, 2009

MINUTES

**1. CALL TO ORDER**

Acting Fire Board Chairman Charles Allen called the Fire Board Meeting to order on Monday, August 10, 2009 at 2:00 p.m. at Central Yavapai Fire District Training Center, 9601 E. Valley Road, Prescott Valley, Arizona.

**2. ROLL CALL**

Members Present: Acting Board Chairman Charles Allen, Acting Board Clerk Sandie Heiden, Board Members Bob Page and Tony Reiter

Members Absent: Board Chairman Pierce

Staff: Chief Michael Parrish, Assistant Chief Mary Dalton and Administrative Manager Judy Wright.

**3. APPROVAL OF MINUTES**

A. Regular Session of July 13, 2009

Sandie Heiden made a motion to approve the minutes of the July 13, 2009 regular meeting. Tony Reiter seconded the motion. MOTION CARRIED.

AYES: Allen, Heiden, Page, Reiter

NAYS: None

**4. REPORTS AND CORRESPONDENCE**

A. Fire Board Chairman's Report

Acting Board Chairman Charles Allen had nothing to report.

B. General Fund Financial Statements

Charles Allen made a motion to approve the July payroll, accounts payable check registers, direct deposit reports, and income statement as submitted. Sandie Heiden seconded the motion. MOTION CARRIED.

AYES: Allen, Heiden, Page, Reiter  
NAYS: None

C. Bond Update / Bond Financial Statements

Bob Page made a motion to approve the July Financial Statements as submitted. Sandie Heiden seconded the motion. MOTION CARRIED.

AYES: Pierce, Allen, Heiden, Page  
NAYS: None

D. Letters from Citizens

Acting Board Chair Charles Allen reviewed the letters the District received last month.

E. Monthly Division Reports

Acting Board Chair Charles Allen 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 updated the Board on the Minex Operation and the Williamson Valley proposed incorporation. Assistant Chief Cook told the Board that the Discovery Channel had visited us with regard to the bobcat incident in Lynx Creek. He said that they are filming a series on 911 calls and they filmed a re-enactment of the incident using the dispatcher who was involved in the call as well as Prescott Valley Police and Firefighter Steve Emery.

**5. OLD BUSINESS**

A. Approval of LEA Change Order #2

Assistant Chief Dalton explained the details of the Change Order submitted by LEA Architects.

Sandie Heiden made a motion to approve LEA Change Order # 2 in the amount of \$10,250 for additional Construction Administration Services. Bob Page seconded the motion. MOTION CARRIED.

AYES: Allen, Heiden, Page, Reiter  
NAYS: None

**6. NEW BUSINESS**

A. Discussion Regarding Adjudication of Test Scores

Assistant Chief Dalton advised that we had made changes to our point scoring system and created a standard operating guideline. Board Member Page stated that he was happy with the changes and that he did not see the need for any further discussion on the subject.

B. Review and Possible Approval of Station 55, Santa Fe Loop, Amended Easement Agreement

Assistant Chief Dalton updated the Board on the APS easement agreement and answered questions from Board Members.

Tony Reiter made a motion to approve the Amended Easement Agreement. Sandie Heiden seconded the motion. MOTION CARRIED.

AYES: Allen, Heiden, Page, Reiter

NAYS: None

C. Approval to Purchase Weight Equipment

Chief Parrish presented three bids for the purchase of weight equipment for Station 53 and answered questions from Board Members.

Sandie Heiden made a motion to approve the purchase of weight equipment in the amount of \$11,219.35 from Gym Source. Bob Page seconded the motion. MOTION CARRIED.

AYES: Allen, Heiden, Page, Reiter

NAYS: None

D. Approval to Purchase Fork Lift

Chief Parrish requested a postponement of the Fork Lift purchase as staff would like some more time to research from which account we would transfer the additional \$5,000 required for this purchase.

Tony Reiter made a motion to table this item. Sandie Heiden seconded the motion. MOTION CARRIED.

AYES: Allen, Heiden, Page, Reiter

NAYS: None

E. Department of Homeland Security Grant for Training

Chief Parrish and Assistant Chief Bliss explained the specifics of the grant which the District received from the Department of Homeland Security.

Bob Page made a motion to expend up to \$137,000 according to the terms of the grant with the understanding that AzDHS will reimburse CYFD within 30 days of submittal of the appropriate receipts and paperwork. Tony Reiter seconded the motion. MOTION CARRIED.

AYES: Allen, Heiden, Page, Reiter

NAYS: None

F. Set Fiscal Year 2009-2010 Bond Repayment Tax Rate

Assistant Chief Dalton explained the Estimated Debt Retirement schedule and the estimated impact on the Secondary Tax Rate.

Charles Allen made a motion to approve a bond tax levy of \$1,313,196 which would result in a bond tax rate of \$0.1457 for Fiscal Year 2009-2010. Bob Page seconded the motion. MOTION CARRIED.

AYES: Allen, Heiden, Page, Reiter  
NAYS: None

G. Approval to Purchase Training Software

Chief Parrish asked for approval to purchase a software training package from the International Fire Service Training Association. Assistant Chief Bliss answered questions from Board Members.

Bob Page made a motion to approve the purchase of software training package in the amount of \$9500.00. Tony Reiter seconded the motion. MOTION CARRIED.

AYES: Allen, Heiden, Page, Reiter  
NAYS: None

H. Approval to Purchase Scan Tool for Maintenance

Chief Parrish advised that this diagnostic tool was a budgeted item and asked for approval to purchase.

Tony Reiter made a motion to purchase the Pro Link IQ Scan Tool at a cost of approximately \$12,000. Bob Page seconded the motion. MOTION CARRIED.

AYES: Allen, Heiden, Page, Reiter  
NAYS: None

I. Approve New Fire Protection Contract – Maggs

Sandie Heiden made a motion to approve the Fire Protection Contract for the Maggs property located at 7670 E Irwin Ranch Road, Antelope Meadows, Prescott Valley. Tony Reiter seconded the motion. MOTION CARRIED.

AYES: Allen, Heiden, Page Reiter  
NAYS: None

J. Review and Possible Approval of CYFD Policy Amendments

Tab 151.4 - Workplace Violence Policy- Weapons.

Bob Page made a motion to accept Policy Tab 151.4. Tony Reiter seconded the motion. MOTION CARRIED.

AYES: Allen, Heiden, Page Reiter  
NAYS: None

Tab 500.00-Employee Assistance Program

Charles Allen made a motion to approve the changes to Policy Tab 500.00. Bob Page seconded the motion. MOTION CARRIED.

AYES: Allen, Heiden, Page Reiter  
NAYS: None

Tab 750-Fitness Evaluation Program (PT Monitoring)

Chief Parrish and Assistant Chief Bliss explained the changes to the program and answered questions from Board Members.

Bob Page made a motion to approve the changes to Policy Tab 750. Tony Reiter seconded the motion. MOTION CARRIED.

AYES: Allen, Heiden, Page Reiter  
NAYS: None

K. Approve Modifications to CYFD Fee Schedule

Bob Page made a motion to approve Resolution 09-02 with updated fee schedule as well as a modified maintenance fee schedule with different rates for light duty and heavy duty vehicles. Tony Reiter seconded the motion. MOTION CARRIED.

AYES: Allen, Heiden, Page Reiter  
NAYS: None

7. CALL TO THE PUBLIC

Mr. Mike Jones of Williamson Valley addressed the Board regarding the use of gel foam instead of Class A foam. He stated that several large fire agencies are using this product and would like the Board to appoint a staff member to research the use of gel foam in our District.

8. ADJOURNMENT

The meeting was adjourned at 3:05 p.m.

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Charles Allen, Board Clerk