

**Minutes of a Regular Meeting of the Board of Directors of the Clarkdale Fire District
Meeting Held June 23, 2011**

A Regular meeting of the Clarkdale Fire District Board of Directors was held on June 23, 2011 at 4:00 p.m. at the Clarkdale Fire District Station #21, 895 First South Street, Clarkdale, Arizona.

Board of Directors:

Jim Elmer, Chairman
Seth Murphy, Clerk
Ron Ballatore
Bill Snyder
Jerry Brown

Staff:

Joe Moore, Fire Chief
Joyce Driscoll, Admin Assistant/Finance Manager

Others Present: None.

CALL TO ORDER. The meeting was called to order at 4:03 p.m. by Chairman Elmer.

ROLL CALL. All Boardmembers were present. A quorum was present.

MINUTES – Consideration of the minutes of the meeting held May 19, 2011. Boardmember Snyder moved to approve the minutes. Boardmember Ballatore seconded. The motion passed unanimously.

CALL TO THE PUBLIC. None.

FINANCIAL REPORT – Discussion and consideration of the Monthly Financial Report. Chief Moore stated that the district is 91.66% into the fiscal year and has received 98.46% of the tax income and 89.72% of its budgeted income. He added that the District expended 79.12% of the budgeted expenses for the year.

Boardmember Snyder moved to approve the financial report. Boardmember Ballatore seconded. The motion passed unanimously.

INFORMATIONAL AND OTHER REPORTS

CHAIRPERSON’S REPORT – A report from the Chairperson on current events.

Chairperson Elmer stated that he appreciated the District holding the Employee/Family Appreciation Picnic and he appreciated Boardmember Ballatore attending.

FIRE CHIEF’S REPORT – A report from the Fire Chief on current events.

Chief Moore reported that no one has submitted an application for the Public Safety Personnel Retirement Board vacancy. Chief Moore reported on a water utility project being done by the Town of Clarkdale and the fitness goals he has achieved.

SHIFT REPORTS – Written monthly reports by personnel regarding day-to-day operations. No discussion.

ACTIVITY REPORTS – Written monthly reports regarding calls for service. No discussion.

MISCELLANEOUS REPORTS AND CORRESPONDENCE – Letters, news articles and other items of interest. No discussion.

NEW BUSINESS

PUBLIC HEARING – A hearing to receive input from the public regarding the fiscal year 2011-2012 budget. No public comment was received.

BUDGET ADOPTION – Discussion and consideration of a resolution adopting an operating budget for fiscal year 2011-2012. Boardmember Snyder moved to adopt Resolution #2010-02 adopting an operating budget for fiscal year 2011-2012. Boardmember Ballatore seconded. The motion passed unanimously.

EVALUATION OF THE FIRE CHIEF – Performance evaluation of the Fire Chief.

Chairman Elmer made a motion to move into executive session per A.R.S. §38-431.03. Boardmember Ballatore seconded. The motion passed unanimously.

The Board moved into executive session at 4:21 p.m. and reconvened the Regular meeting at 4:45 p.m.

Chairman Elmer stated that he appreciates the job that Chief Moore does for the district. He stated that everyone in the agency respects Chief Moore for his integrity and honesty. Chairman Elmer stated that the right things are being done and that it is not hard to find employees doing something good. He stated that the Board does not need to motivate the Chief, he is very self motivated. He encouraged the Chief to take more time-off.

Boardmember Ballatore stated that he also appreciates the Chief and he has no negative comments about his performance. He also encouraged the chief to take more time-off work.

Boardmember Brown stated that he is impressed all the time, not only with the chief, but also with the staff. He stated that he is impressed with how Chief Moore handled a recent complaint. He stated that the Board wants the work environment to be healthy and he suggested the Chief consider working an alternate schedule, i.e. four 10 hour days a week.

Board Clerk Murphy stated that he appreciates the respect Chief Moore gives everyone, and that this makes the work environment a productive one. He stated that he does not want the Chief to burn himself out and he would like the Chief to consider flexing his time.

Chief Moore responded that he and his wife recently made a commitment to each other to not to work as late as they have been.

Boardmember Snyder stated that it is amazing how well the district runs. He stated that he has been a member of various boards for 25 years and he has never ever seen any operation work so

smoothly. He stated that it is a pleasure to serve on the district board. He stated that Chief Moore has the ability to find good employees and that there could never be a more professional agency in any town or city.

Chief Moore expressed his appreciation for the favorable comments.

Boardmember Brown said that the board has had some discussion on delegation. He stated that perhaps Chief Moore could delegate things to others a little more. He stated that changing his hours may encourage this.

The board noted the following goals for the Chief:

- To continue to make physical fitness a priority for Chief and the crew.
- To continue to pursue grants to meet the needs of the district.
- To maintain the good relationship with the Town of Clarkdale.
- To have strategic planning in the coming year be more long range.
- For the Chief to continue his education; however the Board did not wish to dictate how many classes a year that the Chief should attend.

Chairman Elmer commented that the Chief gives his employees credit all the time.

Chief Moore stated that he only gets to be the leader because his employees allow him to be. He stated that the employees make him what he is and he works with a great family. He stated that if he is supposed to be here, he will be, this is why he has no problem with his contract allowing termination with or without cause.

EMPLOYMENT AGREEMENT – Discussion of and consideration of employment agreement with the Fire Chief.

Boardmember Brown asked for clarification stating that vacation hours accumulation is used for both vacations and holidays. It was clarified that the Chief receives all the same benefits as the other full-time employees, the only exception being a slightly higher vacation time accumulation. Chief Moore explained that he will be with the District five years in November, which is typically a milestone for increases in vacation accumulation rates. Boardmember Ballatore moved to approve the agreement. Board Clerk Murphy seconded. The motion passed unanimously.

FUTURE AGENDA ITEMS – A listing of items to be placed on a future agenda.

Boardmember Snyder requested an analysis of the fiscal year 2010-2011 budget.

ADJOURNMENT. With no further business before the Board, the meeting adjourned at 5:19 p.m.

Jim Elmer, Chairman

Date

Seth Murphy, Clerk

Date