

**Minutes of a Regular Meeting of the Board of Directors of the Clarkdale Fire District
Meeting Held September 15, 2011**

A Regular meeting of the Clarkdale Fire District Board of Directors was held on September 15, 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 (absent)

Staff:

Joe Moore, Fire Chief
Dean Koropatnicki, Captain
Kenny Turner, Engineer
Donny Minardi, Firefighter

Others Present: None.

CALL TO ORDER. The meeting was called to order at 4:04 p.m. by Chairman Elmer.

ROLL CALL. Boardmember Brown was absent. All other Boardmembers were present. A quorum was present.

CALL TO THE PUBLIC. None.

MINUTES – Consideration of the minutes of the meeting scheduled August 18, 2011. Board Clerk Murphy moved to approve the minutes. Boardmember Ballatore seconded. The motion passed unanimously.

FINANCIAL REPORT – Discussion and consideration of the Monthly Financial Report. Chief Moore reported that as of August 31st, the district was 16.67% into its fiscal year and had received 1.13% of its budgeted tax income and 2.12% of its total income. He added that the District expended 11.15% of the budgeted expenses for the year. These figures exclude grant income and expenses. Chief Moore noted that \$460 was received for the July 4 pancake breakfast and \$3,133 was received from the sale of the support truck.

Boardmember Snyder inquired about the SAFER grant. Chief Moore responded that the District will no longer receive grant funds to supplement the salaries of three firefighters after fiscal year 2012-2013.

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

INFORMATIONAL AND OTHER REPORTS

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

Chairman Elmer stated that National Night Out event was nice and it was good to see the staff assisting and interacting with the police department personnel.

Chairperson Elmer reported that the League of Arizona Cities and Towns is making an effort to get legislation passed that would allow cities and towns to take over ambulance services within their municipal boundaries. He noted that the Clarkdale Mayor is an officer in this organization. He stated that he would like this to be discussed, as the proposed legislation could negatively impact services to people in Clarkdale and in other areas that the local ambulance company currently serves outside of the City of Cottonwood.

Chairman Elmer appreciated that thank you notes received from the staff for leadership training they had the opportunity to attend.

Chairman Elmer commented on a note received by a citizen saying that the staff makes Clarkdale proud. He stated that he also feels the staff makes Clarkdale proud of them, he appreciates the staff and would expect nothing less.

Chairman Elmer reported that he attended the Clarkdale Town Council meeting held September 13th to hear a presentation regarding county property taxes. He stated that homeowners who do not return a form, which will be mailed to them with their tax bill, will lose a tax credit they currently receive.

FIRE CHIEF'S REPORT – A report from the Fire Chief on current events. Chief Moore reported on the following:

- Mountain Gate - Dorn Custom Homes has completed their purchase of 30 lots. They intend to start selling existing homes and building on the vacant lots.
- Spirit of Joy Church – Construction is underway.
- The 2011 National Night Out event was held in August.

SHIFT REPORTS – Written monthly reports by personnel regarding day-to-day operations. Chairman Elmer stated that he appreciated the reports provided by the staff. He agreed with one of the reports which stated the goal of sending another staff member to class so there would a HazMat Tech on every shift.

He stated that there are many reserve hours being worked and that he likes that the reserves are active.

It was noted that an Assistance to Firefighters Grant (AFG) application was submitted for a new first-out engine and it was the 641st application received by AFG.

Chief Moore noted that the District was notified that it will be receiving \$10,176 in grant funds to purchase new radios.

Chairman Elmer expressed his appreciation of Reserve Firefighter Irwin for all his work on the fire engine grant application.

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

AGENCY AFFILIATION AGREEMENT– Discussion and consideration of an Agency Affiliation Agreement with Northern Arizona Healthcare (NAH) that would allow the District to provide practical experience for NAH Emergency Medical Technician Paramedic students. Chief Moore noted that the biggest benefit of having this contract in place, is that it give the paramedic students who work for the District the ability to use their paramedic skills under the direct supervision of a District paramedic. He noted that the agreement would also allow other Northern Arizona Healthcare paramedic students to schedule ride-a-longs with the District in order to receive supervised experience.

Chief explained the number of clinical hours (in-hospital) and vehicular hours (on an ambulance or fire truck) paramedic students must complete as part of their education to become paramedics.

Boardmember Ballatore moved to approve the Agency Affiliation Agreement with Northern Arizona Healthcare allowing the District to provide practical training for NAH paramedic students. Board Clerk Murphy seconded. The motion passed unanimously.

BUDGET REVIEW – Review and discussion of the fiscal year 2010/2011 budget.

Boardmember Snyder stated that he requested this agenda item because he felt it was a good idea to review the budget as a whole. He noted that there are no significant line items that could be analyzed for in an effort to reduce costs. He stated that he feels the staff does a good job, not only in preparing the budget, but also in adhering to it during the year.

Boardmember Snyder commented on the cash on-hand and stated that there are currently three major items that the District must save for, however he feels that the District must also be careful to be not be overly frugal, because building savings during these tough times can be looked upon negatively.

Chief Moore pointed-out that under state statute fire districts cannot borrow/lease purchase more than what the district receives in revenues in one year. For example, Chief Moore stated that the estimate to build a new fire station is 1.8mil. The district will probably only be able to borrow \$900,000, therefore it will need to have a down payment of \$900,000.

FIRE MERGERS/AUTHORITIES – Worksession to discuss fire agency mergers and authorities as provided by Arizona State Statutes. Boardmember Snyder suggested tabling this item until there is a full board present. Chairperson Elmer suggested this agenda item being listed on several up-coming agendas. Board Clerk Murphy suggested that the Board work on its vision for the future during strategic planning, so if there are any future opportunities to merge, there is a clear understanding on what the board expects as a result of a merger.

LOAN PAYMENT – Discussion and consideration of paying-off the balance owed on land owned by the District. Chief Moore gave the board pay-off information as well as the future

payment amounts. Boardmember Snyder stated that he felt that the board may want to consider a payoff. He stated that previously he stated that he would talk to the lien holder about possibly reducing the balance due by working some sort of trade for Station 22, which is owned by the District. Boardmember Snyder stated that he has not had done this, however he will make a point to meet with the lien holder soon. It was noted that the next payment is due November 1st. Boardmember Snyder stated that he would like to have Station 22 sell for at least what it appraises for, however, he noted, it is difficult in this market to establish an appraised value.

Chief Moore stated that his only concern would be that the district does not have the space to store the items that are currently stored in Station 22 until the new station is built.

Chief More listed some of the items that are stored in Station 22. Discussion followed regarding selling the property and leasing it back for a period of time until a new station is built that would accommodate the storage needs.

Boardmember Ballatore moved to table this agenda item until the October meeting.
Boardmember Snyder seconded. The motion passed unanimously.

FUTURE AGENDA ITEMS – a listing of items to be place on a future agenda. No items were listed.

ADJOURNMENT. With no further business before the Board, the meeting adjourned at 5:03p.m.

Jim Elmer, Chairman

Date

Seth Murphy, Clerk

Date