

**Minutes of a Regular Meeting of the Board of Directors of the Clarkdale Fire District  
Meeting Held January 10, 2008**

A Regular meeting of the Clarkdale Fire District Board of Directors was held on January 10, 2007 at 7:00p.m.at the Clarkdale Fire District Station #21, 895 First South Street, Clarkdale, Arizona.

Board of Directors:

Jim Elmer, Chairman

Seth Murphy, Clerk

Fred Hayman, Boardmember

Staff:

Don Eberle, Chief

Others Present: None.

**Call to Order.** The meeting was called to order at 7:00 p.m. by Board Chairman Elmer.

**Roll Call.** All other members were present.

**Minutes – Consideration of the minutes of the regular meeting held December 13, 2007.** Board Clerk Murphy moved to approve the minutes. Chairman Elmer seconded. The motion passed with Chairman Elmer and Board Clerk Murphy voting in favor and Boardmember Hayman abstaining.

**Call to the Public.** None.

**Financial Report – Discussion and consideration of the Monthly Financial Report.** Chief Eberle presented the financial report. He noted that the District has already collected over 50% of the proposed property tax and Fire District Assistance Tax revenue and the District has over \$400,000 in the bank. He noted that overtime and reserve salaries are still high, but they are closer in line to the monthly averages and other funds are available in the budget to cover these expenses. It was noted by Chairman Elmer that the more paid to Reserves means they are being utilized more and actually saving the District funds over the cost of full-time staff. Chief Eberle noted that fuel costs were a little higher than expected is fuel costs. He also noted that facility and equipment repair and maintenance costs are higher than anticipated. Overall the District is 50% through the fiscal year and expenses paid to date is just under 35%. It was noted that the county assessor will be reducing assessments in 2008. Board Clerk Murphy moved to approve the Financial Report, Boardmember Hayman seconded. The motion passed unanimously.

**Informational and Other Reports**

**Chairperson’s Report – A report from the Chairperson on current events.** Chairman Elmer stated that he had the chance to review the draft annual report and that it is excellent. He also noted the good press the District has received and that the District has good people doing good things.

**Fire Chief’s Report – A report from the Fire Chief on current events.** Chief Eberle reported the following:

- He is pleased with the progress of the Engineers with their education program and that three members are pursuing an associate's degree in Fire Science, one member already has his degree.
- ISO is scheduling an inspection during 2008. The Town will be doing water system improvements which will help the District's ISO rating.
- The District has been advised that three property owners on Abby Road South and North are requesting de-annexation from the Town with the intention of de-annexing from the District also. He has researched how this process works.
- New tires will be replaced on E211.
- Roof repairs are needed. The Town Manager has agreed to assist with this cost in some manner.

**Shift Reports – Written monthly reports by personnel regarding day-to-day operations.**

Chairman Elmer inquired as to members interested in paramedic training. The expense of the training and shift coverage was noted.

**Activity Reports – Written monthly reports regarding calls for service.** The Board reviewed the written activity reports.

**Miscellaneous Reports and Correspondence –Letters, news articles & other items of interest.**

Specifically noted was a thank you note received from a woman concerning the care her husband received, even though he died later in the hospital. Chief Eberle also noted a thank you received from a woman who was on vacation when a cooler line leaked into her home. She was very appreciative of the clean-up the members did.

Old Business

**Strategic Planning Session – Discussion and consideration of setting a date for the first annual Strategic Planning Session.** Chief Eberle noted that he will be unavailable on February 2<sup>nd</sup>, the date originally scheduled for the session. The consensus of the Board was to re-schedule for February 16, 2008, 8a.m. to Noon.

New Business

**Service Fee Schedule – Discussion and consideration of a resolution setting fees for the Clarkdale Fire District.** Chief Eberle stated that from time to time there is a need for the District to response to emergency calls outside of the District. The District has the ability to bill for such services per state law, however a fee schedule must be adopted. A proposed Out of District Fee Schedule and Guidelines is provided for the Board's consideration. Chief Eberle noted that he used the medium salary range to figure hourly billing for personnel. He noted that this amount will automatically change as the salary schedule changes.

It was noted that most fire departments have out of district fees. Discussion followed regarding how other departments charge fees. Boardmember Hayman moved to approve Resolution #08-01 adopting an Out of District Fee Schedule for the Clarkdale Fire District. Board Clerk Murphy seconded and the motion passed unanimously.

**Salary Schedule – Discussion and consideration of adopting a revised salary schedule.** Chief Eberle reported that the salary schedule was inadequately structured to properly compensate volunteers. There was no way to compensate them for training, time spent on department projects or special details. To correct this situation, he is recommending that volunteers be re-classified as Reserve Firefighters and that the salary schedule be revised with a pay schedule based upon their qualifications. The proposed schedule sets a hourly rate based upon minimum wage plus increases based upon skill levels, certifications and their ability to become shift qualified. Chief Eberle did not anticipate a negative financial impact due to this change because it only affects three volunteers; other reserves were already being paid on an hourly basis. Discussion followed.

Boardmember Hayman moved to approve the revised Salary Schedule. Board Clerk Murphy seconded. The motion passed unanimously.

**Future Agenda Items – A listing of items to be placed on a future agenda.** No future agenda items were listed.

**Adjournment** - With no further business to come before the Board, the meeting adjourned at 7:45 p.m.

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Jim Elmer, Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Seth Murphy, Clerk

\_\_\_\_\_  
Date