

**Minutes of a Regular Meeting of the Board of Directors of the Clarkdale Fire District  
Meeting Held September 11, 2008**

A Regular meeting of the Clarkdale Fire District Board of Directors was held on September 11, 2008 at 7:00 p.m. at the Clarkdale Fire District Station #21, 895 First South Street, Clarkdale, Arizona.

Board of Directors:

Jim Elmer, Chairman

Seth Murphy, Clerk

Fred Hayman, Boardmember

Staff:

Joe Moore, Fire Chief

Joyce Driscoll, Admin. Assistant

Brandon Nargessi, Captain

Others Present: None.

**CALL TO ORDER.** The meeting was called to order at 7:04 p.m. by Chairman Elmer.

**ROLL CALL.** All members were present.

**CALL TO THE PUBLIC** – No public comment.

**MINUTES – Consideration of the minutes of the meeting held August 14, 2008.** Clerk Murphy moved to approve the minutes. Chairman Elmer seconded. The motion passed unanimously.

**FINANCIAL REPORT – Discussion and consideration of the Monthly Financial Report.**

Chief Moore noted that there are meetings coming up that the financial report will not be available due to the timing of when we receive the bank statement. Chief Moore noted that the district is 16.66% into its budget year. He reviewed the income and expenses. \$500 came in from Tuzigoot National Monument for out of district services. He noted that the expenditure under Miscellaneous Benefits reflects the amount which will be saved under the PSPRS line item that was transferred to the volunteer pension fund. Total expenditures are at 14.26% of the budget. 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 reported the following.

- He spent time on the website and noted that it answers many questions the public may have. Appreciates the work Administrative Assistant Driscoll has done on it.
- Asked about P90X physical fitness program.
- Nine people applied for the seats on the Board of Directors. He is glad people are interested.

- Every time he sees district members they are always doing something. He is glad to see this and it is noticeable. He also sees a lot of interest in physical fitness and appreciates that.
- He saw the new Reserves the other day. He noted that they were all polite, working and dressed alike.
- He has noticed an increase in special duty calls. He noted that this can be attributed to the public being aware of the services the District provides.

**Fire Chief's Report - A report from the Chairperson on current events.** Chief Moore reported on the following:

- The Mountain Gate home owners association has requested a burn permit to clean-up the tumble weeds in the subdivision.
- The new reserves have completed their training.
- Engine 212 repairs are completed and it has returned to service.
- Shelving and a hose compartment separator has been added to brush truck 211, as well as, steps and handles.
- The district has received the \$91,200 grant reimbursement from FEMA.
- He is working on securing a company to install a network.
- Not enough qualified applications were received for the Captain/Paramedic career posting. It has been re-advertised.
- There will be a large scale training with Unisource Gas on October 29<sup>th</sup>.
- He attended a Talk About the Town meeting on August 27<sup>th</sup>.
- On August 16<sup>th</sup> there was a picnic for all department personnel and their families. It started at 5:30 p.m. in the Clarkdale Park, but had to re-locate to the fire station bays due to rain. Nevertheless, we had a great time. In addition to celebrating our first fiscal year of operation, we recognized the following persons:

*Bill Volk* was awarded "Firefighter of the Year". Bill was nominated for his work ethic and grant-writing ability.

*Dustin Jones* was awarded "Reserve of the Year". Dustin was recognized for stepping-up when we needed him most.

*Matt Poe* and *Brandon Nargessi* were both recognized for the promotions they earned this year. Matt was a Reserve and promoted up to Engineer. Brandon was an Engineer and promoted to Captain.

*Joe Moore* was also recognized by the department members for his promotion.

*Joyce Driscoll* was presented with an "ABC Award" (Above and Beyond the Call) for her role in making the district's first year of operation a great one.

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

It was noted that the local salvage yard had given the District an open invitation to do extrication training, which they did on September 2, 2008.

**Activity Reports – Written monthly reports regarding calls for service.** Chief Moore noted that there have been 66 more calls this year over this time last year.

**Miscellaneous Reports and Correspondence – Letters, news articles & other items of interest.** Discussion of the hand glider accident district personnel responded to.

Without objection the presentation by Captain Nargessi was moved to be next on the agenda.

**PRESENTATION – A presentation by Captain Nargessi regarding his experience at Flammable Liquids School.** Captain Nargessi noted the following during his presentation:

- The University of Reno hosts the flammable liquid school.
- Only three classes are held a year with 60 students each.
- He and Engineer Poe received grants to attend.
- Types of fires simulated at the training were:
  - Oil drilling rig
  - Liquid propane gas
  - Flammable liquid in a railroad car
  - Pump station
  - Storage tank filled with a diesel and hexane mixture
  - Tri-level refinery
- May not consider simple things to be a terrorist target.
- Terrorists will do things to distract the main terrorist target.
- The class discussed the behavior of terrorism.
- The only cost to the district was the coverage for Captain Nargessi's time off.

**CONFLICT OF INTEREST – Review and acceptance of Declaration of Conflict of Interest forms completed by members of the District.** Clerk Murphy moved to acknowledge the receipt of the conflict disclosure forms and that they are available for public review upon request. Boardmember Hayman seconded. The motion passed unanimously.

**Vehicle Purchase – Discussion and consideration of purchasing a replacement command vehicle as budgeted for this fiscal year.** Chief Moore reported the following:

The current command vehicle is a 1993 Chevrolet Caprice with 157,000 miles. We received the vehicle after it was retired from the Town's police department. The car is in poor condition. The District has invested a considerable amount of money to maintain the vehicle. It just received a scheduled service by the Town's mechanic who has advised us that the engine has very little life left.

After researching the options for replacing this vehicle, we found two counties in Utah which sell their vehicles through a single vendor. These counties replace their vehicles every 3 to 4 years, and sell their police equipped vehicles to other public safety agencies with the light and siren package. This is the only vendor we have been able to locate which sells lightly used vehicles with the light and siren packages, therefore we are unable to obtain three comparable bids. Therefore, a purchase from TNT Auctions could be considered a single source vendor, which is provided for under the purchasing policy

Attached is a list of vehicles available at this time and the vehicle I am proposing we purchase to replace our command vehicle.

Discussion included the following:

- Examples of why a truck is needed rather than a car.
- The price of the vehicle the Chief is recommending, including lights and sirens, is \$16,750; however the Chief offered \$15,000 which they accepted.
- A light and siren package, if it had to be purchased separately, would be \$4,700.
- Possibility of running a Carfax report on the vehicle.
- The used vehicle being considered will save the district funds.
- Since the vehicle was owned by a government agency, it should have been regularly maintained.
- Graphics (signage) will need to be purchased for the vehicle and state tax will have to be paid.
- A new mobile radio already budgeted for will be installed in it.

Chairman Elmer moved to approve the purchase of a new command vehicle from TNT Auctions for an amount not to exceed \$25,000. Clerk Murphy seconded. The motion passed unanimously.

**FUTURE AGENDA ITEMS – A listing of items to be placed on a future agenda.** Items listed were:

- Changing the regular meeting date.

**ADJOURNMENT.** With no further business before the Board, the meeting adjourned at 8:07 p.m.

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Jim Elmer, Chairman

\_\_\_\_\_  
Date

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Seth Murphy, Clerk

\_\_\_\_\_  
Date