

**Minutes of a Regular Meeting of the Board of Directors of the Clarkdale Fire District
Meeting Held February 19, 2009**

A Regular meeting of the Clarkdale Fire District Board of Directors was held on February 19, 2009 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

David Ahern

Ron Ballatore

Bill Snyder

Staff:

Joe Moore, Fire Chief

Joyce Driscoll, Administrative Assistant

Others Present: None.

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

ROLL CALL. All members were present.

CALL TO THE PUBLIC. None

MINUTES – Consideration of the minutes of the meeting held January 22, 2009. Boardmember Ahern moved to approve the January minutes. Boardmember Ballatore seconded. The motion passed unanimously.

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

Chief Moore noted that the district is 58.3% into its budget year. He reviewed the income and expenses and noted that the District, as of January 30th, has received 58.46% of its income.

Items of interest regarding the financial report were:

- Computer and software expenses.
- Other miscellaneous administration expenses had a credit of \$8.03 in order reconcile with the bank.
- A new natural gas water heater was purchased to replace the electric one which was not operating well.
- Maintenance funds expended for the first-out engine (E-211).
- The District should expect a notable increase in dispatching costs next fiscal year.
- The District has made two double loan payments to the Town and only has one payment left.

Chief Moore reported that total expenditures are at 43.51% of the budget.

Clerk Murphy moved to approve the Financial Report. Boardmember Ahern 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 was disappointed to see that the District was not mentioned in the paper as one of the places Hands Across the Border visited.
- He is glad to see partnering with Jerome for a personal protective equipment grant.

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

- Mountain Gate – The Town is still working on improvements to be made with bond funds.
- Highlands – They are working to sell properties, which owner wants to purchase with his new company so he can move forward with the development.
- Computers and Network – Server software has been installed. The new computers are working well.
- Station 22 Deed – The release of deed restrictions was signed and recorded. Now that the Town has this they are working on creating the deed to convey the property to the District.
- Mission/Vision Statement – The staff is working to develop mission and vision statements.
- Hands Across the Boarder – This is a student exchange program with Clarkdale elementary School and an elementary school in Caborca, Mexico. The students visited the station and participated in a program put together by Captain Volk, his wife and Engineer Turner.
- Tree Removal Behind St. Thomas Episcopal Church – The church, the property owner and District personnel worked together to create a defensible space around the church by cutting dead and dying trees.
- Engine 211 Repairs – The air compressor failed and damaged the air dryer and relief valve. It was out of service for 10 days and repairs cost \$1,900.
- County Property Valuations - The assessed valuation for 2009-2010 shows a 2% decrease. Information provided by the Yavapai County tax assessor was provided to the Board.
- Toys for Tots – Toys for Tots presented the District with a plaque and ornament for supporting their program by being a drop-off location and for putting together bicycles.

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 & other items of interest. No discussion.

BY-LAWS– Discussion and consideration of a resolution adopting By-Laws of the Clarkdale Fire District Board of Directors. Boardmember Snyder moved to pass Resolution #2009-02. Boardmember Ballatore seconded. The motion passed unanimously.

REGULAR MEETING TIME/DATE – Discussion and consideration of changing the regular meeting date and/or time. Boardmember Snyder requested the agenda item at the January meeting. Chief Moore requested that the day stay the same. Boardmember Ballatore stated he would not be able to be at a meeting earlier than 4:00 p.m. Boardmember Ahern moved that the regular board meeting time be changed to 4:00 p.m. Clerk Murphy seconded. The motion passed unanimously.

BUDGET COMMITTEE – Discussion and consideration of appointing two members of the Board to the Budget Committee for FY 09/10. Chairman Elmer stated that having a member on the budget committee last year was very helpful. Boardmember Ahern moved to appoint Boardmember Snyder and Clerk Murphy to the Budget Committee. Boardmember Ballatore seconded. The motion passed unanimously.

ARIZONA MUTUAL AID COMPACT – Discussion and consideration of adopting a Resolution authorizing the entering into the Arizona Mutual Aid Compact which defines terms and procedures which will be used by agencies for sharing resources in response to an emergency. Chief Moore explained that the Arizona Mutual Aid Compact is designed to define the emergency management terms and procedures which will be used among participating parties for dispatching mutual aid assistance in the event of an emergency.

Chief Moore explained the incident which prompted the creation of the Compact. He explained that participating in the Compact does not commit the District to dispatching equipment and manpower when it is requested.

Chief Moore, Captain Nargessi and Captain Volk are listed as the contact persons. Chief Moore explained that the Compact replaces a voluminous state mutual aid agreement. A tabletop exercise will be held by Yavapai County Emergency Management in either Clarkdale or Jerome which will utilize the provisions of this Compact.

Chairman Elmer shared problems he experienced under the old mutual aid agreement. Discussion followed as to the changes in the operation procedures between the old mutual aid agreement vs. the new Compact.

Discussion followed as to various scenarios, what agency responds first, what agency ‘owns’ the fire, when District costs are reimbursed for fires on state and federal lands and who coordinates resources.

Boardmember Snyder moved to adopt Resolution #2009-03 authorizing the entering into the Arizona Mutual Aid Compact which defines terms and procedures which will be used by agencies for sharing resources in response to an emergency.. Boardmember Ballatore seconded. The motion passed unanimously.

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

- Dispatching costs
- District participation in funeral for past Clarkdale Fire Chief
- Strategic planning session

ADJOURNMENT. With no further business before the Board, the meeting adjourned at 8:13 p.m.

Jim Elmer, Chairman

Date

Seth Murphy, Clerk

Date