

**Minutes of a Regular Meeting of the Board of Directors of the Clarkdale Fire District
Meeting Held October 15, 2009**

A Regular meeting of the Clarkdale Fire District Board of Directors was held on October 15, 2009 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 (absent)
Jerry Brown

Staff:

Joe Moore, Fire Chief
Brandon Nargessi, Captain
Matt Poe, Engineer
Mike McClellan, Firefighter
Steve Smith, Reserve
Joyce Driscoll, Administrative Assistant

Others Present: None.

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

ROLL CALL. Boardmember Snyder and Jerry Brown were absent. A quorum was present.

CALL TO THE PUBLIC. None

MINUTES – Consideration of the minutes of the meetings held September 17, 2009. Boardmember Ballatore moved to approve the minutes. Boardmember Murphy seconded. The motion passed unanimously.

FINANCIAL REPORT – Discussion and consideration of the Monthly Financial Report. It was noted that funds were expended for a new server. Clerk Murphy moved to approve the financial report. Boardmember Ballatore seconded. The motion passed unanimously.

STAFF PRESENTATION – A presentation from C Shift on their day-to-day operations and responsibilities. It was noted that the CPR instructors have suggested giving Clarkdale residents a discount on the class fees. Engineer Poe reported that it is time for annual physicals. He noted that the regional Life and Fire Safety Committee will be doing a presentation at the Clarkdale-Jerome School on October 29th at 9:00 a.m. Firefighter McClellan reported that he was off due to an injury last month. It was noted that they are taking the brush truck to Ford for service in order to protect the warranty.

Boardmember Brown joined the meeting at 4:15p.m.

INFORMATIONAL AND OTHER REPORTS

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

Chairman Elmer reported the following:

- The LAFS Committee will be doing a program at the Clarkdale-Jerome School on October 29th at 9a.m.
- He has concerns about where the brush truck has service and warranty work done.
- He appreciates the information on the grant applications.
- He thanked Verde Valley Fire District for their assistance while Administrative Assistant Driscoll is temporarily working part-time due to an injury.

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

- The Town of Clarkdale considering going after bond funds for Mountain Gate.
- A settlement has been reached regarding Highlands and they will be meeting with the Town as to moving forward with the subdivision.
- A rescue assignment which occurred at Broadway and Main Street.
- The Town Building Inspector is having success in code enforcement issues with bank-owned residences.
- The Perkin's Home which was being moved through town.
- An update on the Heritage project.
- A cell tower proposal by Verizon being discussed with the Town.
- The Town's Lower Clarkdale Water Line Replacement Project.
- The percent of property taxes received per month.

SHIFT REPORTS – Written monthly reports by personnel regarding day-to-day operations. Chairman Elmer stated that he appreciated receiving reports on recent fire school training. Clerk Murphy stated that he has heard good comments about the CPR classed offered by the District.

ACTIVITY REPORTS – Written monthly reports regarding calls for service. Chairman Elmer noted that the call volume is down, probably due to the reduction in mutual aid calls to Cottonwood Fire.

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

NEW BUSINESS

LAND PURCHASE – Discussion and consideration of the purchase of approximately 1.75 acres located SE of Spirit Gas Station, including discussion and consideration of the escrow instruction and title report. Boardmember Brown had the following comments:

- He is concerned there may be some challenges regarding access and Arizona Department of Transportation's (ADOT) requirements.
- He inquired if any of the property is in the flood plain. Typically the Owner's Policy is paid by the seller and the Lender's Policy is paid by the buyer, however the escrow instructions have the buyer and seller sharing these costs. This is a minor difference in cost.

- The escrow instructions do not note that the purchase price will be adjusted per the actual acreage as shown by the surveyor.
- The surveyor has not been able to get some the easement documents from the Yavapai County in order to complete the survey.
- He questioned a sentence in the escrow instructions regarding “appropriate easements” to provide access to the remaining portion of the seller’s property. His concern is who deems what is “appropriate” and how this access will be provided.
- He would like to see a statement in the escrow instructions that there is no pre-payment penalty so that the District can reduce interest costs by paying more often, or it can pay the loan off early.

Chief Moore explained how access to the remaining portion of the seller’s property will be provided and what ADOT will require. Chief Moore also showed the Board a flood map which verifies that the property is not in the floodway/floodplain. Chief Moore recommended that the Board table the approval of the escrow instructions so that some of the wording discussed may be incorporated and the survey can be completed.

Clerk Murphy moved to table this agenda item and to direct the Fire Chief to work with seller to include additional language as discussed and to get a completed survey to obtain the actual square footage of the property. The motion was seconded by Boardmember Ballatore. The motion passed unanimously.

CAPITAL PURCHASE OF FIRE HOSE – Discussion and consideration of purchasing large diameter hose for engine 211 as budgeted. Chairman Elmer noted that it was budgeted to replace the 3” line the District currently uses with 4” line. This will give the District better interoperability with other departments in the Verde Valley and it will rate higher when the District undergoes its Insurance Services Organization inspection. It was noted that this purchase is through a single-source vendor. Boardmember Brown moved to approve the budgeted Capital Purchase of large diameter hose and fittings, cost not to exceed the budgeted amount of \$13,500. Boardmember Ballatore seconded. The motion passed unanimously.

FUTURE AGENDA ITEMS – A listing of items to be placed on a future agenda. The following item(s) were listed:

ADJOURNMENT. With no further business before the Board, the meeting adjourned at 5:05 p.m.

Jim Elmer, Chairman

Date

Seth Murphy, Clerk

Date