

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

A Regular meeting of the Clarkdale Fire District Board of Directors was held on November 19, 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  
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.** All members were present. A quorum was present.

**CALL TO THE PUBLIC.** None

**MINUTES** – Consideration of the minutes of the meetings held October 15, 2009. Boardmember Brown moved to approve the minutes. Boardmember Ballatore seconded. The motion passed unanimously.

**FINANCIAL REPORT – Discussion and consideration of the Monthly Financial Report.** It was noted that the reserve pay and overtime amounts are running a little high, however they will level back out.

Clerk Murphy moved to approve the financial report. Boardmember Ballatore 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:

- That he attended the LAFS program and the Clarkdale-Jerome School. He stated that it was a great program with a great message and a lot of participation by the students.
- He appreciated the reports received from personnel who recently attended training.

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

- That Captain Volk was named the District's Firefighter of the Year and Steve Burroughs was named Reserve of the Year.
- That he attended Airport Appreciation Day, the 50<sup>th</sup> Anniversary of Salt River Materials, and the Trauma Intervention Programs Annual Fire and Steel fundraiser.
- A rattle snake call.
- The hospital has ordered a refurbished heart monitor to donate to Clarkdale Fire District.
- The District will receive its ISO review on January 12 and 13<sup>th</sup>.
- That Verde Valley Fire District has made an open invitation to the Clarkdale Fire District Board to meet to discuss any issues which are pertinent to each entity.
- Information on the second round of Station Construction Grants.

**SHIFT REPORTS – Written monthly reports by personnel regarding day-to-day operations.** It was noted that additional CPR classes were held this month. There was discussion regarding E211 being used as the first out engine due to its larger pump capacity rather than E212, which is newer.

**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.

## **OLD 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.** Chief Moore noted a \$20,000 increase in the price due to the final acreage amount after the survey was completed. He noted that the surveyor cannot find any records which convey the strip of land behind of the Spirit Gas Station to the Town of Clarkdale. Chief Moore may have to follow-up with Yavapai County to get this ownership resolved. Chief Moore noted that the old railroad easement is shown on the survey, even though it was removed.

Boardmember Brown was concerned that some of the Schedule B items in the Title Report were not very descriptive; therefore one cannot tell what they are. It was noted that the surveyor should depict all existing easements on the survey.

Boardmember Snyder stated that wording in the escrow instructions requires the District to purchase the strip of land behind the Spirit Gas Station if it is determined that the seller owns the property. He stated that this wording needs to be removed from the escrow instructions.

An error was found in the following sentence in the escrow instructions: "Buyer shall purchase the subject property at \$3.00 per square foot, **for three (3) from close of escrow**, if the ....." Another error was discovered; "Clarkdale Fire District" was typed as "Clarkdale Fire Department."

It was clarified that the District agreed to provide and construct the access to the remaining portion of the seller’s property. It was also noted that typically the seller pays for the lender’s policy and the buyer pays for the owner’s policy.

Discussion followed regarding the District being responsible for the process by which the parcel is made and what the expense will be to the District. The Board directed the Chief to research what the costs may be required by the Town and Yavapai County. It was noted that the seller is aware that a final survey is not done.

Due to the issues noted above, Boardmember Snyder moved to table this agenda item. Board Clerk Murphy seconded. The motion passed unanimously.

**NEW BUSINESS**

**APPARATUS MAINTENANCE AND REPAIR AGREEMENT – Discussion and consideration of entering into a contract with Central Yavapai Fire District for Fire Apparatus Maintenance and Repair.** Chief Moore explained the differences between the current contract and the proposed contract. Discussion followed regarding the fee structure and if there are alternatives in the future. Boardmember Brown did not like the clause which automatically allows rate increases, the 10% additional amount they charge on parts and that they can sub-out the work to a third party and charge an additional 10% over that cost.

Boardmember Brown moved to approve the contract with Central Yavapai Fire District for apparatus maintenance and repair. Boardmember Ballatore seconded. The motion passed unanimously.

**SENATE BILL 1421 FIRE DISTRICT SECONDARY LEVY LIMITS – Discussion and consideration of the new law on how Fire Districts will adjust secondary tax income, including the processes, dates of completion and the forms required.** Chief Moore explained that Districts now can only adjust the levy amount, not the tax rate. If the levy increases and there is no growth in valuation then the tax rate will increase. If the levy increases and the valuation increases by a larger percentage, the tax rate would be lower.

Chief Moore explained that under the new law tax districts are allowed to increase their tax levy by 8% per year. However if a district does not increase the full 8%, the reminder can be banked to increase the amount the district can increase taxes in future years. Discussion followed regarding future assessed valuations.

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

**ADJOURNMENT.** With no further business before the Board, the meeting adjourned at 5:55 p.m.

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Jim Elmer, Chairman

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Date

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Seth Murphy, Clerk

Date