

**Minutes of a Regular Meeting of the Board of Directors of the Clarkdale Fire District  
Meeting Held August 19, 2010**

A Regular meeting of the Clarkdale Fire District Board of Directors was scheduled for August 19, 2010 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  
Joyce Driscoll, Admin. Assistant

Others Present: None.

**CALL TO ORDER.** The meeting was called to order at 4:00 p.m. by Board Chairman Elmer.

**ROLL CALL.** All members were present. A quorum was present.

**MINUTES – Consideration of the minutes of the meeting held July 15, 2010.** Boardmember Snyder moved to approve the minutes. Board Clerk Murphy seconded. The motion passed unanimously.

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

**FINANCIAL REPORT – Discussion and consideration of the Monthly Financial Report.** Chief Moore stated that as of June 30 the District was 8.3% through the fiscal year and had received 2.14% of its budgeted income and had expended 6.15% of the budgeted expenses for the year. Chief Moore explained how revenue received from back taxes is accounted for.

Boardmember Brown 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.**

Chairperson Elmer stated that he attended a reserve pension board meeting. He stated that the board is considering dissolving the current pension fund and changing to Nationwide. He stated that this decision is that of the pension board. He stated that one of the advantages of this change is that the District would no longer be responsible for doing the accounting for the fund. Currently the fund is only reconciled once a year, with Nationwide persons will be able to know their account balance at any time. Chairman Elmer stated that the District has been putting money into the volunteer pension fund annually, so the District Board will need to make a decision about how to contribute to the Reserve’s Nationwide fund in the future.

Chairman Elmer reported that Verde Valley Ambulance Company has taken ownership of their own building. They are working on obtaining financing to have a contractor do some remodeling so they can move into the building.

Chairman Elmer stated that he took the CCR class held during the Clarkdale July 4<sup>th</sup> event. He said it was “awesome”; it only took 15-20 minutes and then he was certified. He encouraged others to take the class if they get the opportunity. Chief Moore added that there is a huge push to make CCR the new standard by the American Heart Association.

**FIRE CHIEF’S REPORT – A report from the Fire Chief on current events.** Chief Moore reported on the communications study being funded by the City of Cottonwood. Sedona Fire has offered to pay a portion of the cost since their communications system will be evaluated. The study will evaluate the communication needs of all agencies, including police, fire, DPS, etc.

Chief Moore reported that the District’s application was not approved for 2009 AFG funding. He noted that the 2010 grant awards are expected to begin in the next few weeks.

Chief Moore stated that it would be nice to be able to look through the Clark Mansion property, however any evidence collected at this point would be considered tainted due to break-ins.

**SHIFT REPORTS – Written monthly reports by personnel regarding day-to-day operations.** Boardmember Brown commented on the increase in water pressure flows in Clarkdale hydrants now that the valve flowing water to Cottonwood has been closed. Chairman Elmer stated that he liked Engineer Poe’s work with the Chief regarding physical fitness. Boardmember Brown stated that he liked that Captain Nargessi had been invited to teach classes at Yavapai College. Boardmember Snyder inquired as to how it was determined what employees would attend paramedic school. Chief Moore explained that it was based on interest and seniority. Chairman Elmer stated that he appreciated all the information Administrative Assistant Driscoll provided on the reserve hiring process. Boardmember Brown commented on the hiring preference given to veterans and the questions that may not be asked applicants.

**ACTIVITY REPORTS – Written monthly reports regarding calls for service.** Boardmember Brown noted the number of times that Clarkdale Fire District assisted Cottonwood Fire Department and visa versa.

**MISCELLANEOUS REPORTS AND CORRESPONDENCE – Letters, news articles and other items of interest.** Chairman Elmer appreciated seeing the pictures of District activities and the copies of thank you letters received.

## **NEW BUSINESS**

**ADOPTION OF POST EMPLOYMENT HEALTH PLAN – Discussion and consideration of a resolution adopting a Post Employment Health Plan and authorizing the fire chief to execute documents.** It was noted that the Board already approved adding this plan, however this resolution was needed in order to contract with the vendor. Boardmember Snyder moved adopt Resolution #2010-09 adopting a Post Employment Health Plan for the employees of the District. Boardmember Ballatore seconded. The motion passed unanimously.

**APEHP MEMBERSHIP AGREEMENT – Discussion and consideration of a Membership Agreement with Arizona Public Employers Health Pool (APEHP) for employee health insurance benefits.** It was noted that this agreement changes the name of the health insurance pool the District belongs to from Verde Valley Employee Benefit Pool to Arizona Public Employers Health Pool. Board Clerk Murphy moved to approve the Membership Agreement with Arizona Public Employers Health Pool. Boardmember Snyder seconded. The motion passed unanimously.

**CANCELLATION OF ELECTION– Discussion and consideration of a resolution cancelling the November 2, 2010 election (due to the number of nominating petitions received being equal to the number of vacancies on the Board) and naming the persons filling the available seats.** Board Clerk Murphy moved to adopt Resolution #2010-10, cancelling the November 2, 2010 election and determining that Ron Ballatore and Jerry Brown will serve new terms of office beginning December 1, 2010. Boardmember Snyder seconded. The motion passed unanimously.

**MODIFICATION TO PROMISSORY NOTE – Discussion and consideration of approving a Modification to Promissory Note to extend the term of the loan for land purchased by the District.** Chief Moore distributed updated wording for the Modification to Promissory Note. He stated that he requested new computations on the loan amounts and payments, but did not receive them yet. It was noted that the District will still have the option to pay-off the loan early without penalties. Staff estimates that this change will reduce the District’s liability in FY11/12 by approximately \$30,000. Boardmember Snyder moved to table this item. Boardmember Ballatore seconded. The motion passed unanimously.

**FUTURE AGENDA ITEMS – A listing of items to be placed on a future agenda.** Boardmember Brown requested an item regarding the current fire station lease.

**ADJOURNMENT.** With no further business before the Board, the meeting adjourned at 4:39 p.m.

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Jim Elmer, Chairman

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date