

**Minutes of a Regular Meeting of the Board of Directors of the Clarkdale Fire District  
Meeting Held September 16, 2010**

A Regular meeting of the Clarkdale Fire District Board of Directors was scheduled for September 16, 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 4:01 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 August 18, 2010.** Boardmember Ballatore 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 August 31 the District was 16.66% through the fiscal year and had received 2.53% of its budgeted income and had expended 13.29% of the budgeted expenses for the year. He noted that overtime is still running over budget due to coverage for personnel out with injuries. He also noted the increase in facility maintenance costs due to the mold remediation.

Boardmember Ballatore moved to approve the financial report. Boardmember Snyder 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 9/11 ceremony at the training center. It was a moving experience. He stated that he would like to see Clarkdale Fire District personnel in attendance next year. He stated that the academy was in the process of training and he was impressed with what they were doing.

Chairperson Elmer expressed his appreciation to Capt. Bill Volk and Engineer Kenny Turner for their grant work. He stated he hopes that Engineer Turner is receiving grant writing training so he will be able to step into this role when Captain Volk leaves.

Chairperson Elmer gave a “hats off” to Engineers Poe and Turner for deciding to attend paramedic school. This is difficult training. He stated that they are dedicated and motivated, therefore he is confident that they will do very well.

Chairperson Elmer thanked Administrative Assistant Joyce Driscoll for her work on the website, and noted that he enjoyed reading an email from a teacher who is using the site as a teaching resource.

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

- The status of the Mountain Gate subdivision.
- That Freeport-McMoRan has determined that the Clark Mansion must be demolished. They will be working with the Town to salvage any items of historical significance. He stated that Freeport-McMoRan will not return the Chief’s calls and he has no idea about when the demolition will occur.
- An update from the Town of Clarkdale Community Development Department on new construction projects, including interest in building a Holiday Inn Express in Clarkdale.
- An update on the state fireworks bill and local ordinances banning fireworks.
- The new ISO rating and some of the issues he has with the report.

**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 and other items of interest.** An article regarding tax rates and property valuations was noted.

## **OLD BUSINESS**

**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.** Boardmember Snyder moved to approve the Modification to Promissory Note. Boardmember Brown seconded. The motion passed unanimously.

## **NEW BUSINESS**

**NIMS – Discussion and consideration of a resolution adopting the National Incident Management System (NIMS) established by the United States Department of Homeland Security, for all emergency responses by the Clarkdale Fire District.** Boardmember Ballatore moved to adopt Resolution #2010-11 adopting the National Incident Management System (NIMS) established by the United States Department of Homeland Security, for all

emergency responses by the Clarkdale Fire District. Board Clerk Murphy seconded. The motion passed unanimously.

**FACILITY LEASE AGREEMENT – Discussion of an agreement with the Town of Clarkdale regarding the lease of Station 21, 895 First South Street, Clarkdale.** Chief Moore explained that Boardmember Brown had some issues to discuss after he had the opportunity to read the lease. Boardmember Brown stated that the intent of the town was to charge a nominal fee, however he does not see any language to that effect. He noted that the lease states that the agreement automatically renews with the “same terms and conditions” as agreed to previously, making it unclear that no additional consideration is required.

The consensus was that the language needs to be clarified prior to the renewal.

**BUDGET– Discussion of an addition error in the fiscal year 2010-2011 budget.** Chief Moore stated that staff uses an Excell spreadsheet and manually checks figures. Regardless, an addition error was overlooked. To prevent this in the future Staff will completely check the spreadsheet manually and will enter the budget into the accounting software earlier, which is how this error was caught. It was noted that staff will work to keep the expenditures for that category under the total budgeted amount, although some of the individual line items will go over. Chairman Elmer thanked staff for being transparent about the error and for having a plan to deal with the problem.

**FUTURE AGENDA ITEMS – A listing of items to be placed on a future agenda.** None.

**ADJOURNMENT.** With no further business before the Board, the meeting adjourned at 4:46 p.m.

\_\_\_\_\_  
Jim Elmer, Chairman

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date