

**Minutes of a Regular Meeting of the Board of Directors of the Clarkdale Fire District  
Meeting Held October 21, 2010**

A Regular meeting of the Clarkdale Fire District Board of Directors was scheduled for October 21, 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 (absent)  
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 4:03 p.m. by Board Chairman Elmer.

**ROLL CALL.** Board Clerk Murphy was absent. A quorum was present.

**MINUTES – Consideration of the minutes of the meeting held September 16, 2010.**

Boardmember Snyder moved to approve the minutes. Boardmember Ballatore 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 September 30<sup>th</sup> the District was 25% through the fiscal year and had received 3.6% of its budgeted income and had expended 21.43% of the budgeted expenses for the year. Chief stated that the overtime is running high, however it will come down. All non-essential overtime has been terminated for the next few months. He stated that having new reserves will help get the overtime budget back in line. It was noted that the District is responsible for paying into the Public Safety Personnel Retirement System (PSPRS), however the District is not responsible for managing the fund or paying out retirement. The District's health insurance costs were briefly discussed.

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 enjoyed reading the reports contained in the packet and commented on the damage done to the round-a-bout in the Highlands Subdivision due to a recent car crash.

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

- He is still working on further reducing the ISO rating. He discussed some of the rating items with the Board.
- That the surplus property auction went very well.
- NIMSCAST is completed (annual reporting to FEMA regarding National Incident Management System compliance).
- He working on issues at the County Recorder's Office regarding the property purchased by the District.
- The status of the Clark Memorial Mansion.

**SHIFT REPORTS – Written monthly reports by personnel regarding day-to-day operations.** Chairman Elmer was pleased to see that the District received a grant for ropes equipment. The Board appreciated receiving letters written by personnel regarding training they recently attended. It was noted that the American Heart Association is adopting Hands Only CPR, therefore classes held by the District in the future will be taught using this method.

**ACTIVITY REPORTS – Written monthly reports regarding calls for service.** No discussion.

**MISCELLANEOUS REPORTS AND CORRESPONDENCE – Letters, news articles and other items of interest.** Chairman Elmer stated that he was surprised by all the events that occurred while he was out of town.

## **NEW BUSINESS**

**CONFLICT OF INTEREST DECLARATIONS – Acknowledgement of Declaration of Interest forms received from District personnel.** Chairman Elmer noted two other businesses which were disclosed since the report was written. The board acknowledged the businesses named in the Declaration of Interest forms.

**RETIREMENT BENEFITS – A worksession to discuss changing retirement benefits for reserve and volunteer personnel.** Chief Moore noted what Verde Valley Fire District does for its reserves and volunteers. They contribute \$ .70 per hour for the hours worked. Chief Moore explained that the District expects to have reserve personnel work approximately 3,000 hours annually.

Discussion included the following:

- Reserves are expected to work an average of 16 hours a month.
- Under the old retirement system, if a reserve averaged below 16 hours a month, but more than 8 hours a month, they received half the benefit.
- Chief Moore proposed that contributions by the District not be made until one year of service is completed.
- Reserves may not work more than 212 hours per 28 day cycle.
- How reserves are scheduled to work, and the fairness of the scheduling system.
- Alternative ways to schedule reserves.
- Reserves are given priority to cover a full-time person.

- By policy, reserves may not work more than 72 hours straight for any agency or combination of agencies, without the Chief’s approval.
- The proposed 457 Plan is the only benefit the reserves receive in addition to their pay.
- Having a “cap” on how much the District will contribute in a year.
- Reserves may also choose to contribute their own funds out of their paycheck.
- The reserve program is a valuable cost saving tool for the District.
- The Chief would like to exempt the reserves that have already worked for the District for more than a year from the one year waiting period.
- When to start the District contributions for the current reserves.
- Starting contributions in January, however back paying the reserves to July 1, 2010 who have already been here more than a year.
- To increase the contribution after 5 and 10 years of service.
- That the District will still receive funds from the 2% property insurance tax as a reduction in PSPRS contributions after the current volunteer pension fund is dissolved.
- The amount of 2% property insurance tax funds usually received.
- Active reserves save the District money, and the District cannot function effectively without the reserve program.
- It is much easier to start with a small number and increase it, than to start with a larger number and needing to reduce it later.
- Making the increases for years of service retroactive to current reserves.
- The amount of increases and the years of service needed for the increases.
- That encouraging people to stay is a wise decision.
- That staff will need to verify that it is legal to develop a retirement policy as it has been discussed.
- That the existing reserves, who have the most to lose, are the key people making this change in retirement possible.

**FUTURE AGENDA ITEMS – A listing of items to be placed on a future agenda.** Boardmember Snyder requested an agenda item: Discussion of the vacation policy.

**ADJOURNMENT.** With no further business before the Board, the meeting adjourned at 5:25 p.m.

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Jim Elmer, Chairman

\_\_\_\_\_  
Date

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Seth Murphy, Clerk

\_\_\_\_\_  
Date