

MINUTES OF THE BUCKSKIN FIRE DEPARTMENT DISTRICT FIRE BOARD

03/15/18-Open Meeting: Minutes to be approved at open public meeting on Wednesday, April 11, 2018. An Open Meeting of the Buckskin Fire Board convened on March 15, 2018 at 6:00 pm in the classroom of Station 1 of the Buckskin Fire Department located at 8500 Riverside Drive, Parker, AZ 85344. The following matters were discussed at the Open Meeting.

1. Call to Order: 6:02 pm

2. Roll Call.

Members Present: Chairman Jeff Daniel, Secretary/Clerk: Wayne Posey, board members Don Rountree, Glenda Gerson and Bob Gory.

Staff Present: Interim Chief Abel, Captain Matt Pellerin, Barbara Cole, Barb Madison, Firefighter Warrick.

Public Present: Gary Svider

3. Possible motion to go into Executive Session pursuant to A.R.S. §38-431.03.A.3 and/or A.R.S. §38-431.03.A.4 re: Legal advice regarding personnel matters; benefit issues under A.3 regarding consultation with attorney for legal advice and A.4 consult with attorney regarding to avoid or resolve litigation.

Motion was made by Glenda Gerson to go into Executive session, along with a second from Bob Gory. There were no comments or questions prior to voting. Meeting started at 6:07pm.

Ayes: Daniel, Posey, Gerson, Rountree and Gory

Nayes:

Absent:

Abstain:

Chairman Daniel: Motion passed by an unanimous vote on item #3.

Open Meeting: Re-start at 7.54pm

Chairman Daniel, made comment that there were no decisions made in executive session.

4. (Discussion and Possible Action): Possible directive for Chief Abel relating to consultation with attorney for legal advice. *Motion was made by Wayne Posey for Chief Abel to do as advised from legal counsel, along with a 2nd from Glenda Gerson. There were no comments or questions prior to voting.*

Ayes: Daniel, Posey, Gerson, Rountree and Gory

Nayes:

Absent:

Abstain:

Chairman Daniel: Motion passed by an unanimous vote on item #4.

5. (Action Item): Approval of Minutes submitted for the Open Meetings held on 02/13/18.

Motion made Bob Gory for the approval of Minutes for the meeting of 02/13/18, along with a second from Glenda Gerson.

There were no comments or questions prior to voting

Ayes: Daniel, Posey, Gerson, Rountree & Gory

Nayes:

Absent:

Abstain:

Chairman Daniel: Motion passed by a majority vote on agenda item #5.

6. (Action Item): Discussion and Possible Action: Acceptance of monthly expense report 02/01/18-02/28/18. All transactions approved by Administrative Fire Chief; documentation for these expenses were reviewed and authorized by a minimum of two Fire Board Members whose signatures are on the warrants issued to vendor(s), as per Buckskin Fire District policy and procedures. *Motion was made by Wayne Posey for the acceptance of the monthly financial reports and expense reports for 02/01/2018-02/28/2018, along with a second from Bob Gory.*

There were no comments or questions prior to voting.

Ayes: Daniel, Posey, Glenda, Rountree & Gory

Nays:

Absent:

Abstain:

Chairman Daniel: Motion passed by a majority vote on item #6.

7. Old Business (Discussion and Possible Action) re; tabled action from previous meeting, to be tabled until further notice from board, but to remain on any future agenda until action taken or permanently removed. *No motion for this item, keep as a tabled discussion until further notice. This item will appear on each agenda as a place hold until an action from the board takes place.*
8. (Discussion and Possible Action): Discussion/workshop for hiring Fire Chief's position. Discussions were made between board members and Interim Chief Abel regarding expectations and qualifications that Fire Board would be looking for in hiring of Fire Chief and a workshop should be scheduled. *Directive was given to the Interim Chief to put together a package, regarding the hiring of permanent Fire Chief, for a an open meeting/workshop that would be held on Wednesday, March 21st, at 6pm.*
9. (Discussion and Possible Action): Discussion/workshop of Budget discussions for process and direction fiscal year starting 7/1/18. *This discussion was still in preliminary stages for budget process and will be a continuing agenda discussion item until at such time a budget decision is agreed upon.*

Due to the hour of the meeting agenda items 10 thru 16 were tabled until next meeting in April by a unanimous decision, with a first from Wayne Posey and a second from Bob Gory.

10. (Discussion and Possible Action): Regarding Henry & Horne (Auditors for 2018 fiscal year-end, contract renewal discussion)
11. (Discussion and Possible Action): Discussion regarding PSPRS, ie, Hall Parker Case refund.
12. (Discussion and Possible Action): Regarding Policy Manual and Draft Policies.

12. (Discussion and Possible Action): Regarding Policy Manual and Draft Policies.

- Purchasing and Public Contracting, #1.6.2 (2nd reading)
- Transcribing, maintaining, and approving Executive session minutes #1.5.6 (2nd reading)
- Placeholder for Addition Policies for introduction/first reading only.

13. (Discussion and Possible Action): Possible purchase of dispatch software for Off-Duty Alerting

14. (Report) Chairman's Report: Jeff Daniel

15. Fire Chief's Report:

- A. Summary of Incident Report/Activity Log
- B. Monthly Activities
- C. Upcoming Activities and Events
- D. Overtime Report

Call to the Public. Consideration and discussion of comments from the public. *Those wishing to address the Buckskin Fire District Board need not request permission in advance Pursuant to A.R.S. § 38-431.01(G), the Fire District Board is not permitted to discuss or take action on any item raised in the call to the public that is not specifically identified on the Agenda. However, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct that staff review the matter or ask that the matter be placed on a future agenda.* Public input is limited to two (2) minutes per session unless a greater amount of time is approved by the Board. **The Fire District Board cannot discuss or take legal action on any issue raised during the Call to the Public that is not on the current Agenda; due to restrictions of the Open Meeting Law.**

16. Poll Board Members for *items to be considered for inclusion on next agenda.*

17. **Schedule next Work Session and/or Regular Session; Wednesday, April 11, 2018**

18. Adjourn. 9:20pm.



Jeff Daniel, Chairman

4-11-18
Date

Barbara Cole
Administrative Assistant

4-11-18
Date

Minutes approved by:  Date: 4/11/18

Minutes approved by:  Date: 4/11/18

PERSONS WITH A DISABILITY MAY REQUEST A REASONABLE ACCOMMODATION BY CONTACTING, STEVE ABEL, FIRE CHIEF OF BUCKSKIN FIRE DEPARTMENT (928) 667-3321 PRIOR TO THE SCHEDULED MEETING. FACILITIES ARE HANDICAPPED ACCESSIBLE.