

MINUTES OF THE BUCKSKIN FIRE DEPARTMENT DISTRICT FIRE BOARD

12/12/18-Open Meeting: Minutes to be approved at open public meeting on Wednesday, December 12, 2018. An Open Meeting of the Buckskin Fire Board convened on December 12, 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: 6:05 pm

2. Roll Call.

Members Present: *Current Chairman Jeff Daniel, Secretary/Clerk: Wayne Posey, board member Don Rountree, new board members John Mihelich and Jeff McCormack*

Staff Present: *Chief Maloney, Barbara Cole,*

Public Present:

3. (Action Item): New Board Members, John Mihelich and Jeff McCormack to sign Certificate of Compliance acknowledging they have reviewed the open meeting law materials at least one day prior to taking oath.

Both new Board Members, John Mihelich and Jeff McCormack, did sign Certificate of Compliance acknowledging that they had reviewed the open meeting law materials that had been sent to them prior to taking oath.

4. (Action Item): Oath of Office for newly elected Board Members, John Mihelich and Jeff McCormack to be administered by current Fire Board Members and to sign Oath of Office document.

Both new Board Members, John Mihelich and Jeff McCormack, were sworn in by current Chairman, Jeff Daniel and did sign Oath of Office document.

5. (Action Item): *Election of new officers of the Buckskin Fire Board.*

Prior to nominations of new officers, John Mihelich made a comment regarding prior issues, and had stated that he wanted to make sure that the Fire Board and the Sewer Board are independent of each other and that the Fire Board members that were also on the Sewer Board, do not discuss Fire Board issues at the Sewer Board meetings. John Mihelich also commented that Jeff Daniel had improved significantly as Chairman. Chief Maloney made comment that since he had been here as Fire Chief, there seemed to be no issues regarding the concerns of the two Boards, Fire & Sewer Board, that he could see and that things had been good.

Motion made by John Mihelich to nominate Jeff Daniel as Chairman, along with a second from Don Rountree. There were no comments or questions prior to voting.

Ayes: Posey, Rountree, Mihelich & McCormack.

Nayes:

Absent:

Abstain: Daniel

Motion passed by a majority vote to keep Jeff Daniel as Chairman.

Motion was made by Wayne Posey to nominate Don Rountree as Secretary/Clerk along with a second from John Mihelich. There were no comments or questions prior to voting.

Ayes: Daniel, Posey, Mihelich & McCormack.

Nayes:

Absent:

Abstain: Rountree

Motion passed by a majority vote to elect Don Rountree as Board Secretary/Clerk.

6. (Action Item): Newly Elected Chairman to proceed with remainder of meeting.
Jeff Daniel continued on with meeting as Elected Chairman.
7. (Action Item): All Board Members to sign documents: Official authorized signatures of new Fire Board for accounts held at La Paz County Treasurer's Office, Wells Fargo and Chase Bank and to remove previous Board members from accounts.
- (a) *Motion was made by Wayne Posey to remove prior Board Members, Glenda Gerson and Robert Gory from the accounts held at the County Treasurer's Office, Wells Fargo and Chase Bank, along with a second from John Mihelich. There were no comments or questions prior to voting.*
Ayes: Daniel, Posey, Rountree, Mihelich & McCormack.
Nayes:
Absent:
Abstain:
Chairman Daniel: Motion passed by a unanimous vote on agenda item #7a.
- (b) *Motion was made by Wayne Posey to add the two new Board Members, John Mihelich and Jeff McCormack to the accounts held at the County Treasurer's Office, Wells Fargo and Chase Bank, along with a second from Don Rountree.*
Ayes: Daniel, Posey, Rountree, Mihelich & McCormack.
Nayes:
Absent:
Abstain:
Chairman Daniel: Motion passed by a unanimous vote on agenda item #7b.
8. **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 any action on items 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.***
No public present.
9. (Action Item): Approval of Minutes submitted for the Open Meetings held on 11/07/18.
Motion made by Don Rountree for the approval of Minutes for the meeting of 11/07/18 as per written, along with a second from Wayne Posey.
There were no comments or questions prior to voting
Ayes: Daniel, Posey, & Rountree
Nayes:
Absent:
Abstain: Mihelich & McCormack (Not part of prior meeting)
Chairman Daniel: Motion passed by a majority vote on agenda item #9

10. (Action Item): Discussion and Possible Action: Acceptance of monthly expense report 11/01/18 – 11/30/18. 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 11/01/2018-11/30/18, along with a second from Don Rountree.*
There were no comments or questions prior to voting.
Ayes: Daniel, Posey, & Rountree
Nayes:
Absent:
Abstain: Mihelich & McCormack (Not part of prior meeting)
Chairman Daniel: Motion passed by a majority vote on item #10.
11. (Discussion and Possible Action): Detail of Capital need for Chief vehicle & funding summary. *Discussion regarding replacing current Chief's vehicle and the funding of that vehicle and what to do with current vehicle that Chief has been using, to either trade or sell outright. Discussion also included if BFD sold the vehicle outright and if it would have to be on a Public Surplus Website to be sold. Motion was made by Wayne Posey to purchase a Chief's truck for the quote received from the dealership and the quote for the cost of the emergency lighting and communications installation for the total cost of \$42,000 for both and to take the funds out of the Wildland Account as a capital asset, along with the authorization for the Chief to surplus the old vehicle on a Public Website, that included using sealed bids, with a minimum bid of at least \$1,500, along with a second from Don Rountree.*
Prior to voting, Wayne Posey commented for the tax payer's information and the two new Board members, that the Wildland Reserve Account is not part of the revenue coming from taxes collected from the taxpayer. It is additional income that is generated from the services that Buckskin Fire District gets from assisting with Wildland Fires out of the district to help fund some of BFD capital needs.
Ayes: Daniel, Posey, Rountree, Mihelich & McCormack.
Nayes:
Absent:
Abstain:
Chairman Daniel: Motion passed by a unanimous vote on item #11.
12. (Report) Chairman's Report: Jeff Daniel
No Report given
13. Fire Chief's Report: *See Attached Reports.*
A. Summary of Incident Report/Activity Log
B. Monthly Activities
C. Upcoming Activities and Events
14. Ask Board Members for ***items to be considered for inclusion on next agenda.***
Chief Maloney asked that Board include a Workshop, (Open to the Public) for Staffing & Deployment Analysis Review, as a Power point presentation, informational only, no decisions to be made, for budgetary information, given by the Chief, to start at 6:pm with regular meeting to follow.

Auditors from Henry & Horne to give information regarding the Audit from 6/31/18 during Open meeting.

15. Schedule next Work Session and/or Regular Session;

Next scheduled meeting will be Wednesday, January 09, 2018, following Work session that starts at 6:00 pm, followed by Open Meeting.

16. Adjourn: 6:45 pm

Jeff Daniel
Jeff Daniel, Chairman

1-9-19
Date

Barbara Cole

12/31/18

Administrative Assistant

Date

Minutes approved by: Don Mount

Date: 1-9-19

Minutes approved by: WJH

Date: 1-9-19

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