

MINUTES, ARIVACA FIRE DISTRICT

November 15, 2012

The Arivaca Fire District governing Board met Thursday, November 15, 2012 at the Arivaca Fire Station, 16091 West Universal Ranch Road, Arivaca, Arizona.

1. CALL TO ORDER

Omar Rood Called the meeting to order at 7:00 PM

2. ROLL CALL OF BOARD MEMBERS

Present: Kathleen Wishnick
Jim Meade
Terry Tompkins
Mark Dresang
Omar Rood

2. PLEDGE OF ALLEGIANCE

All present joined in the Pledge of Allegiance.

3. APPROVAL OF MINUTES

A. Regular session of October 18, 2012

Terry made a motion to accept the minutes and Kathleen seconded.

Mark asked on Item 6 (business) B (Service Charges), 3rd Paragraph, "Terry commented that the taxes were for Fire Service only. He stated EMS is not a taxable item, what that meant". Patti commented that we were a Fire District, not an EMS district. Mark stated the intent was that the taxes were not for EMS.

Omar had a comment to make. In the early part of the meeting he made the comment, "Most of the people he knows do appreciate the help of the responders", to read it you could imply that a lot of other people he knows do not appreciate them. That is not what he meant. Some of the people he knows have no knowledge of the responders. Everyone he knows that has had direct contact with the responders have had nothing but praise for them and do appreciate them.

Omar called for a vote. Motion carried 5-0.

B. Special meeting of October 29, 2012

Terry made a motion to accept the minutes and Mark seconded. Omar called for a vote. Motion carried 4-0. Jim abstained as he stated he was not at the meeting.

4. CALL TO THE PUBLIC

5. ELECTIONS

A. Public discussion/Action/Motion on appointing member of the public to the Fire District Board

Terry made a motion to appoint Owen G. Gibson to fill the vacancy on the board and this was seconded by Kathleen.

Omar asked if there was any discussion or comments.

Kathleen stated she wanted to thank him for stepping forward.

Omar called for a vote. Motion carried 5-0.

B. Swearing in of board members by Terry Tompkins, Clerk of the Board

Terry swore in Omar, who won the election and Gene who was appointed by the board.

C. Board Elections

Omar asked for nominations for chairperson.

Mark nominated Omar and Gene seconded.

Terry moved to close the nominations. Mark seconded.

Kathleen made a motion that Omar be elected chairperson by acclamation. This was seconded by Terry.

Omar called for a vote. Motion carried 5-0.

Omar asked for nominations for clerk of the board.

Kathleen nominated Terry and Mark seconded.

Omar asked if there were any nominations for clerk of the board. There were no other nominations.

Kathleen made a motion that Terry be elected clerk of the board by acclamation. Omar asked if there was a second. Gene seconded. Omar called for a vote. Motion carried 5-0.

Omar asked for nominations for treasurer.

Mark nominated Kathleen and Gene seconded.

Omar asked if there were any other nominations. There were no other nominations.

Terry made a motion that Kathleen be elected treasurer by acclamation and seconded by Mark.

Omar called for a vote and motion carried 5-0.

6. REPORTS AND CORRESPONDENCE

A. A power point presentation was submitted by Fire Chief Scott Van Boerum for August

- Personnel Update

There are 24 responders currently active on the roster.

0 new volunteers

15 personnel responded

0 volunteer application

Current Volunteer Paramedics – 1 volunteer

Current Paid Paramedics – 6 shifts with 2 paramedics.

Personnel hired – Bob Ethridge

Abraham Figueroa stated he has been a firefighter for 12 years. He started out at 3 Points and then Drexel Heights. He flew with Lifeline for 5 years.

Mando Mendez started with the Fire Department in the early 90's and stopped doing it for a while. He heard the district needed some help so he came back and went to EMT school. So he is now an EMT with us.

- Administrative

Kitchen cabinets installed

Countertops installed

Meeting with captains. Chief went over captain qualifications, responsibilities and shift supervisor responsibilities.

- Lifeguard Program

Initial contract discussions ongoing: Chief had a meeting with Principal Heinzelman

Discussed worker's compensation insurance with our insurance provider.

Working with the Red Cross to form training center with AFD

AFD Plans to run classes this fall including

Lifeguard instructor class in December, 2012

Lifeguard class in April, 2013

Water Safety instructor class in January 2013

Swimming classes

- Ordering of Supplies

ALS supplies: None

BLS supplies: None

- Fire Call

2 Fire Calls – controlled burn on private property

- EMS Calls

17 calls for October 2012. There were 11 transports, 9 via ground; 2 via air. There were 6 refusals.

Chief commented that with the paramedics now and the heart monitor, we can make medically educated discussion as to whether they need to be flown out or not. Omar commented that is a benefit to having paramedics.

- Trucks/Equipment Status/Maintenance/Repairs

Acquired new engine from California

Ordered new hoses, hand tools and ladders for the new engine

- Training classes held

8 personnel attended SCBA Training

9 Personnel attended the Annual NFPA driver's qualifications

- Grants

FY 2011-VFA - waiting for reimbursement for wildland equipment

GOHS FY 2013-awaiting equipment quotes for extrication tools

Greater Green Valley Community Foundation Grant applied for by the auxiliary. They received \$2,000 for paramedic training and that is currently in a CD waiting for someone to go to paramedic school

2012 Wildland Fire Hazardous Fuels Reduction Grant-awarded \$87,443.63 for fuel reduction work; waiting for them to sign our contract

Walmart Community Grant: awarded \$375 for smoke detectors and fire extinguishers for Arivaca Community Center; just have to hang the extinguishers

Applications:

\$529,000 for AFG 2012-SCBA, Type III engine, Type VI engine and ambulance

\$354,887 for Safer 2012

2012 VFA Grant for \$19,650

- CON Updated

No update. Chief stated one of 3 things will happen. 1) Here is your CON 2) Please correct your application 3) Hearing has been scheduled. If we don't hear anything that is good news.

B. Omar did not have a report this month

C. Treasurer's report

- Kathleen Wishnick gave the account balances for October 2012.

Terry made a motion to accept the treasurer's report and Kathleen seconded.

Patti commented that there were copies of the statements on the table if anyone wanted them.

Omar commented that included with the statements was income and expenses for the month.

Omar called for vote and the motion carried 5-0.

- Fire Chief Scott presented the budget vs. actual expenses for this fiscal year and accounts receivable to date.

Omar commented that maybe in the future a committee be formed to deal with accounts receivable. The committee will meet with the people to see if there is a possibility to get paid or turning it over to collection agency. Most people can afford to pay something.

7. BUSINESS

A. Discussion and update from operations on formation of emergency disaster plan committee. Fire Chief Scott Van Boerum stated there was no update.

B. Service Charges

Omar stated the meeting was held on November 9, 2012. He stated Terry, himself, fire chief, and Gene who at that time was a member of the public. With regard to the fees for the subscribers outside of the district area, who in the household is covered? Some of the discussions that came up included the property owner is covered and who in the household is covered. This is not just related to the new people but also taxpayers in the district. Most peoples insurance have deductibles and co-pays. So we need to know who is covered. The committee recommends the district come up with some wording to describe a household. Omar commented that Gene was doing some research as to how insurance companies defined it.

Gene commented that he had started to do some research on that area.

Mark asked, "If the AFD responded to his property", would he receive a bill. Omar commented that yes, he would get a bill but if he was paying the taxes then the insurance payment would consider the bill paid. Kathleen commented that if Mark's son came down for a visit then his son's insurance would pay part of the bill and anything remaining the son would have to pay.

Omar commented that he liked the word household rather than family.

The committee has the recommendation that household be defined.

Gene commented that what it comes down to is what the definition is.

Omar commented that the committee also suggested the term subscriber rather than membership.

Roger Beal commented that when he hears "subscriber" then he is paying for a service to happen; when he hears "membership" then he is wondering who he gets to vote on.

Omar commented that there was no discussion on EMS billing.

Omar commented that the committee recommended to the fire district that an individual who is not in the household of a property owner is offered the option to purchase an EMS membership for a \$75.00 annual fee (or \$7.00 per month fee).

Terry made a motion to adopt the committee recommendations and Gene seconded.

Omar asked if there was any discussion. Chief commented that there were 3 groups: 1) Taxpayers 2) Property owners outside the service area and 3) Individuals that did not fall into group 1 and 2

Gene commented that what it all comes down to is what the board determines "household" means.

Chief stated a letter would go out to all the people in the tax district and advertising for the people outside the district.

Terry amended his motion to change the wording from membership to subscribers and Gene seconded.

Omar called for a vote to amend the motion, motion carried 5-0.

Chief asked how the subscriber would know what plan he had. Omar commented that the letter would indicate if it was just an EMS subscription or a property owner paying same as tax payers which would include EMS and Fire protection.

Roger asked if possibly there could be a family subscription or a group subscription.

Omar asked for an amendment to the motion to include a revised schedule for more individuals within a select group of people. He stated he was not sure what that should be. He likes the idea of just an individual. Anyone can come before the board and ask for special considerations like a group.

Gene suggested that should be visited at a later date.

Omar called the question. Mark asked what the motion was. Omar stated the motion as amended.

Motion carried 5-0.

C. Update on the Audit/Review and discussion on progress

Patti stated that we were just waiting to hear from them. Everything had been submitted. We should hear something in December.

D. Public Discussion/Action/Motion on Strategic Planning and Report from Strategic Planning committee

Chief submitted a 2013 Strategic Plan. Gene stated the revisions were to update the original plan.

Omar asked for a motion to accept the 5 year 2013 Strategic Plan. Terry made the motion and Gene seconded.

Kathleen commented that if AFD does items that are under a grant and once we start it then the people will expect it to continue.

Omar commented that most people would understand that the benefit would come from grant funding and if grant funding was not available then the benefit would not continue.

Omar called the question to adopt the plan.

Motion carried 5-0.

E. Public Discussion/Motion/Action on financing of new Fire Truck (Engine 501).

Fire Chief commented that he had been to the bank and the bank recommended that AFD gets a \$60,000 vehicle loan on the truck and then get a \$40,000 line of credit.

Omar asked what the interest rate was and Fire Chief stated the banker had not gotten back to him.

Kathleen asked if there was a financial entity that was more favorable to fire districts.

Terry suggested calling Beth Ford and see if she would be able to offer any suggestions.

Kathleen asked if the board had ever talked about the \$40,000 line of credit.

Chief stated this item had not been discussed. What he was looking at was a line of credit to carry us over between the end of the tax year and when tax monies start coming in which is usually October.

Omar also suggested private financing. He commented that the way Beth Ford suggests getting funds is to buy bonds.

Fire Chief commented that the line of credit would have to be zeroed out every year.

Fire Chief commented that with a bank vehicle loan we could set up the payments to be monthly, quarterly or yearly. That is something to be discussed.

Omar asked Fire Chief to contact Beth and the banker.

Omar asked for a motion to table financing the fire truck until the next meeting. Terry made the motion and Gene seconded. Omar called for a vote. Motion carried 5-0.

F. Public Discussion/Motion/Action on selling excess property.

Fire Chief stated we had a policy for selling off excess property and what he would like to do is sell off the FEMA trailer. Mark commented he thought it was a loan. Fire Chief stated if we could not sell it, then it goes back to them and if it could not go back to them then we disconnect it and set it aside.

G. Public Discussion/Motion/Action on purchase of Extrication Equipment in accordance with CIP and GOHS Grant

Fire Chief commented that we do have a grant for \$10,260. Fire Chief has a quote for \$17,000. He wanted to ask the board for a motion to purchase the equipment.

Terry made the motion and Gene seconded.

Kathleen asked where the extra monies would come from.

Fire Chief commented that \$25,000 was budgeted and we were only going to spend \$17,000.

Omar stated he had a motion and a second. He called the vote. Motion carried 5-0.

H. Public Discussion/Motion/Action on helicopter subscription for employees

Fire Chief commented that he would like to get helicopter subscriptions for employees.

Fire Chief stated the employees get a little more than minimum wage with no benefits. He stated this would be a benefit.

Mark made a motion to get the subscription for the employees and Kathleen seconded.

Mark stated it was a fantastic idea and asked if it was in the budget.

Fire Chief commented we were currently at 21% of payroll budget and this would fall under that.

Omar called for a vote. Motion carried 5-0.

I. Public Discussion/Motion/Action on dispatch agreement with regards to email from the attorney

Omar asked if Drexel had any comment on what the attorney suggested.

Fire Chief commented that Drexel did not see any reason for the changes but if the board wanted to make them it would be okay.

Omar asked for a motion to make changes to the agreement as recommended by the attorney.

Terry made the motion and Kathleen seconded.

Omar called for a vote. Motion failed 5-0.

Omar asked if there was a motion to approve the agreement as written.

Mark made the motion and Terry seconded.

Omar called for a vote. Motion carried 5-0.

J. Public Discussion/Motion/Action on receipt of 1996 GMC pickup (donated by Scott Van Boerum)

Omar asked why he would donate it. Fire Chief commented that he does not need it anymore and it would benefit the fuels reduction program. He stated the engine only has 40,000

miles on it. He showed blue book values from a low of \$2,000 to a high of \$2,600. Omar asked for a motion to accept the pickup and give a receipt for the donation in the amount of \$2,500.

Terry made the motion and Kathleen accepted.

Omar called for the vote. Motion carried 5-0.

K. Public Discussion/Motion/Action on PCWIN

Fire Chief stated this was the Pima County Radio system. He stated he was expecting the county to send him a contract that would cost us about \$100.00 a month forever. At the county Board of Supervisors meeting on November 13th, we were approved for \$9,334.00 to be funded by Pima County to support us on the PCWIN system. We will get 10 radios/portable radios.

7. CALL TO PUBLIC

Roger Beal commented that he thinks everyone is doing a great job. It is very difficult for the public to understand what you do and that is something the board needs to overcome. The public has a hard time to judge the successes of the Fire District and Board. But programs like the helicopter and the control burn will get you out there much better. He stated he has not heard any bad information.

Barbara Hogg commented that the responders need to find a way to get all the insurance information and Patti commented that Lance was in the process of redoing the form so we could get all the insurance information.

8. ADJOURNMENT

Kathleen made a motion to adjourn and Terry seconded. Omar called for a vote. Motion carried 5-0.

Omar adjourned the meeting at 8:51 PM.

Approved December 20, 2012

Omar Rood

Terry Tompkins