

# MINUTES, ARIVACA FIRE DISTRICT

May 16, 2013

The Arivaca Fire District governing Board met Thursday, May 16, 2013 at the Arivaca Fire Station, 16091 West Universal Ranch Road, Arivaca, Arizona.

1. CALL TO ORDER

Omar Rood Called the meeting to order at 7:08 PM

2. ROLL CALL OF BOARD MEMBERS

Present: Kathleen Wishnick  
Terry Tompkins  
Mark Dresang  
Omar Rood  
Gene Gibson

2. PLEDGE OF ALLEGIANCE

All present joined in the Pledge of Allegiance.

3. APPROVAL OF MINUTES

A. Regular session of April 18, 2013  
Terry made a motion to accept the minutes and Kathleen seconded.  
Omar called for a vote. Motion carried 5-0.

4. CALL TO THE PUBLIC

Kathleen stated she was approached by Mary at the Arivaca Mercantile who wanted to work with the district in having a donation jar to West District in Texas.

5. REPORTS AND CORRESPONDENCE

A. A power point presentation was submitted by Fire Chief Scott Van Boerum for April, 2013  
Personnel Update – 25 personnel on roster; 0 new volunteer; 16 personnel responded and 0 volunteer application was received.

- Administrative  
Pink trailer was removed from the property  
Started rotating shift system  
Held hiring process for full time positions. The written test was administered by Captain Lance McKinnie and Chief Scott Van Boerum
- Lifeguard Program  
Contract discussion ongoing.  
The school district will pay the district \$4,000 for the season.  
The district will keep the entry fees  
Additional funding: SAFFA can sell snacks and drinks and the District is seeking 2 grants. One grant from the Marshall Foundation and the second from the Phoenix Suns. Both grants are in the amount of \$10,000 and will be used for the lifeguard program.  
Discussed worker's compensation insurance with the insurance provider.
- Ordering of Supplies  
ALS supplies: None  
BLS supplies: None
- Fire Call  
5 Fire Calls  
Report of smoke off Arivaca Road; Cedar Creek Fire (wildfire); Report of Smoke off Yellow Jacket Mine Road; Sasabe Fire (Wildfire) and the Juniper Fire (Wildfire)
- EMS Calls

16 calls for April, 2013. There were 9 transports, 9 via ground; 0 via air. There were 7 refusals. 7 of the calls were ALS.

- Trucks/Equipment Status/Maintenance/Repairs  
Brush 501-radiator replaced. Tires also need to be replaced, water tank leak, possible fuel leak and door problems.

Squad 501-fog lights repaired

Utility 501-the tires need to be replaced

Tender 502-Transmission repaired (cost of \$8,000; the \$8,000 was donated)

Tender 501-Switches labeled

Rescue 502-Starting problem is being diagnosed

Chief 501-tires need to be replaced

Two new chainsaws placed into service (donated by Chief)

- Training classes held  
14 personnel attended the Live Fire Training at the Three Points Fire District  
2013 pack test: 9 personnel passed arduous; 1 personnel passed moderate; 1 personnel passed light

- Grants

GOSH FY 2013-awaiting reimbursement of \$10,206.

2012 Wildland Fire Hazardous Fuels Reduction Grant-\$28,918.25 reimbursement request

Applications:

AFG 2012-SCBA-\$49,000 in peer review

2013 SHSGP – laptop and Air Monitor - \$23,098

2014 GOHS – Pneumatic struts and Air bags - \$29,256

20133 Greater Green Valley Community Foundation Grant - \$10,000 submitted by Auxiliary

2013 Arizona Wild Fire Hazardous Fuels Reduction - \$240,000

2013 Marshall Foundation – Lifeguard Program - \$10,000

2013 – Phoenix Suns – Lifeguard Program - \$10,000

2013 TO Revenue Sharing – Type 6 Engine - \$75,000

2013 SAFER Mentorship program - \$470,000

- CON Update

Sent in Application 12/14/2012

Received letter from AZDHA – 1/25/13

Sent reply – 2/3/2013

Received letter from AZDHA – 3/28/13

Number of Transports

Revenue questions – Contract and bad debt

Personnel Hours – FTEs

Equipment Depreciation

Sent reply 4/15/13

Conference Call with AZDHS – 5/10/13

Review Cost/Revenue report

Sent Final 2012 Financial review

Awaiting rate determination letter

- Web update

Nothing to report.

- Legislative Update

Chief gave a report on H2572; S1282; H2056; and S1057.

B. Chairperson's Report

Omar stated he was appointed President of the AFD Auxiliary and Chief and JR were also appointed to the board. He stated at the meeting on Monday they went over the bylaws.

C. Treasurer's report

- Kathleen Wishnick gave the account balances for April, 2013.

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

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.

- Public discussion/motion/action on accepting revised budget

Terry made a motion to accept the revised budget and Gene seconded.

Omar opened the floor for discussion

Chief commented that several fields were at or above what was budgeted. Expenses are at 98% so we are over. Expenses are over for items such as the new engine which was not in the budget, office supplies because we are now billing, insurance went up because of the new vehicle and other items. Some of these expenses were covered by donations.

This is just a modification of the budget.

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

## 6. BUSINESS

- A. Public Discussion/Motion/Action on passing Resolution 2013-03; submission of application for CON

Terry made a motion to accept the Resolution and Gene seconded.

Chief commented that when he had the conference call with AZDHS they asked if a resolution had been passed to show support for the CON.

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

- B. Discussion/Motion/Action on 5 year pay schedule

Chief asked if this could be tabled until the next meeting. Terry made a motion to table this item till the June meeting and Gene seconded. Omar called for a vote. Motion carried 5-0

- C. Public Discussion on 2013-2014 budget

- Accepting the Budget

Terry made a motion to accept the budget and it was seconded by Kathleen.

Chief went over the income and expenses based on utilizing the CON data. He stated that is what the board what the board recommended at the last meeting.

Omar commented that the tax rate would not change; it would remain at \$2.50 per \$100.

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

- Publishing the Budget

Kathleen made a motion to publish the budget and Gene seconded.

Chief suggested publishing the budget summary.

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

Gene asked if the full budget would be available on the website and Chief stated yes.

- D. Public discussion and update from operations on formation of emergency disaster plan committee

Chief commented that they had used the new satellite phones. They worked very well.

- E. Public discussion on service charges

Chief has been holding off on writing the letter based on individual annexation. He commented that he has the name of the Management Company for the Santa Margarita Ranch and they are interested in obtaining a contract with us especially since we are pursuing the CON.

- F. Public discussion on Collections; Guide for Fire Chief

Patti commented that she had been in touch with the Collection agency and they had asked her to obtain information on the list such as telephone numbers and Spouse names.

- G. Public discussion/motion/action on Volunteer Incentive Program

Chief commented that SAFFA was working on this.

- H. Public Discussion/Motion/Action on RFP for Sasabe

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

Chief commented that his intent was to publish an RFP for the Sasabe Fuels program however he did not get the RFP out but SAFFA did submit a proposal.

Omar commented that without an RFP we did however get a proposal.

Terry commented that we needed a contract.

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

I. Public Discussion/Motion/Action on Sale of Surplus Equipment

Chief commented that he wanted to sell the old engine.

Terry made a motion to advertise the old engine for sale and Gene seconded.

Chief commented that 2 departments in Mexico that were interested in the engine and he suggested the bidding start at \$7,000. Chief commented that he did not want to put a new battery in the engine so we would not have to jump start it if anyone was interested.

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

J. Public Discussion/Motion/Action on bidding on Federal Contracts

Chief commented that he was interested in putting bids on Federal contracts.

He commented on fencing contracts in New Mexico and watering roads in California.

Terry made a motion to allow chief to submit bids on Federal contracts and Gene seconded.

Mark commented that this was too grand for Arivaca.

Terry commented that Chief was running the district as a business and that is what he is supposed to do. Also Chief had mentioned Federal contracts at his interview for bringing in additional income for the district.

Omar called for a vote. Motion carried 4-0 with Mark voting against.

7. CALL TO PUBLIC

Patti commented on the upcoming AFDA 2013 Summer Conference in Tucson. Dates are June 27-29, 2013 and it will be at Loews Ventana Canyon Resort.

8. ADJOURNMENT

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

Omar adjourned the meeting at 9:04 PM.

Approved June 20, 2013

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Omar Rood

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Terry Tompkins