



Golden Valley Fire District

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**MINUTES OF A REGULAR MEETING OF THE GOLDEN VALLEY FIRE DISTRICT
GOVERNING BOARD HELD WEDNESDAY, NOVEMBER 14, 2012 AT 6:00 P.M. AT
THE GOLDEN VALLEY FIRE DISTRICT'S PUBLIC SAFETY TRAINING CENTER, LOCATED AT
423 S. COLORADO ROAD, GOLDEN VALLEY, AZ. 86413.**

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Golden Valley Fire District and to the general public that the Golden Valley Fire District Governing Board held a regular meeting, open to the public, on Wednesday, November 14, 2012 at 6:00 p.m. in the Golden Valley Fire District's Public Safety Training Center, located at 423 S. Colorado Road, Golden Valley, Arizona 86413.

The Governing Board may, by motion and public majority vote, recess into executive session(s) to receive legal advice from the Board's attorney(s) on any item contained in this agenda pursuant to A.R.S. § 38-431.03(A)(3).

Members of the Board of Directors may attend either in person or by telephone conference call.

The MINUTES for the meeting are as follows:

1. **Call to Order.** Director Jeff Morcom, Clerk, called the meeting to order at approximately 6:00 PM.
2. **Roll Call of Board Members.** Board Members present were Director Jeff Morcom, Clerk, Director Mark Vanik, Director Jim Kanelos and Director Bill McCarter. Director Curt Hardy, Chairman, was not present.
3. **Call to the Public:**
This is the time for the public to comment. Persons must first be recognized by the Chair and state their name for matter of record. Members of the Board may not discuss items that are not on the agenda; therefore, action taken as a result of public comment will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date. None.
4. **Approval of Minutes:**
 - a. *Approval of minutes from October 10, 2012 regular meeting.* Director Vanik motioned to approve the minutes as written, Director Kanelos 2nd, all members present in favor. Motion carried.
 - b. *Approval of minutes from October 17, 2012 special meeting.* Director Vanik motioned to approve the minutes as written, Director McCarter 2nd, all members present in favor. Motion carried.
5. **Reports: Presentation, Discussion and Possible Action Re:**
 - a. *District Finances of the Golden Valley Fire District for the month of October 2012.* Nicole Guerrero reported that the revenues for the month of October 2012 were \$922,911.01, the expenditures were \$303,208.12 and the balance in the Treasurer Account was \$4,084,306.46.
 - b. Administrative report.
 - i. *Announce un-official canvass of newly elected Board members.* Nicole Guerrero reported that according to the County Elections Department, the unofficial canvas of the election results showed the following candidates Rhonda Brooks, Steve Robinson and Mark Vanik leading in the vote totals. The final count of ballots, including mail-in ballots, is not expected to be completed until Monday, November 26, 2012. A special meeting will need to be held, tentatively scheduled for Wednesday, November 28, 2012 to swear in the new board members and to elect a new chairman and clerk.

- c. *Operations Report for October 2012.* Chief O'Donohue reported during the month of October 2012 there were 5 fires, 131 medical emergencies, 2 hazardous conditions incidents, 28 service calls, 3 good intent responses and 8 false alarms.

6. Chief's Report:

The governing body may not propose, discuss, deliberate or take legal action on this matter unless the specific matter is properly noticed for legal action. Therefore, action taken as a result of the Chief's report will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date. A.R.S. 38-431.02.K.

1. **Status of the Certificate of Necessity (CON)**

- a. Chief O'Donohue proudly announced that on Thursday November 8, 2012, the completed CON application was hand-delivered to DHS. He continued by saying this extremely large, and technically in-depth project that has spanned over two-years and hundreds of personnel hours brings to a close this initial part of the process. Golden Valley Fire is now awaiting a review by DHS staff for any necessary clarifications. Chief O'Donohue thanked all those involved who made this the finest CON Application ever submitted to DHS.

2. **M.I.K.I.D. fund raiser participation – Chief O'Donohue & Nancy Osborn**

- a. Golden Valley Days Firefighters assisted with the M.I.K.I.D. (*Mentally Ill Kids in Distress*) organization for the third year, hosted by Denny's on November 6th, 7th and 8th this year.
- b. Chief O'Donohue did a brief slide presentation on photos of our crews at the event.
- c. Nancy Osborn spoke about her efforts each holiday season to raise funds to provide Thanksgiving meals to the local families she works with who are supported by the M.I.K.I.D. organization and expressed her gratitude to the administrative staff and firefighters for their participation at Denny's for the fundraiser. She noted that she was very impressed this year to see chiefs, captains, firefighters, volunteers, POC's and even a board member come out to support her efforts.

3. **Fire District properties**

a. Public Safety Training Center:

- i. The Training Center now has all the preparations for a large door in the North wall to facilitate moving in larger items and equipment.

b. Station-11 at Bacobi & Chino:

- i. Chief O'Donohue did a brief slide presentation on the progress to date.
- ii. The excavation to assure proper drainage now complete and retention ponds dug.
- iii. The forms are ready to be set.
- iv. The contractor will be meeting with the County tomorrow for the permit.

c. Station-12 and the Apparatus Repair Facility (ARF)

- i. No changes from last report

d. Station-14 property:

- i. Project on-hold per Board

4. **Solar Power options for new station at Bacobi & Chino Roads**

- a. Solar Power options and estimates are forthcoming.
- b. The structural steel in the living quarters was upgraded to support solar panels.

7. Presentation, Discussion, and Possible Action Calendars:

a. **Purchases:**

- i. *Board review and consideration for possible purchase and ongoing maintenance Agreement of the following:*
 1. *Xerox copier (replaces defective fax machine, defective color printer, aging copier, defective scanner) for either:*
 - a. *Purchase of copier for \$6,057.00*
 - b. *Lease for total price of \$9,583.80 @ \$159.73 for 60 months.*

Nicole Guerrero explained that the Xerox machine in consideration would replace 5 – 6 machines in the administrative office, all of which are dated and/or defective. She explained that the option to lease the machine under a contract of 60 months ultimately would be more costly to the district as purchasing the unit with a maintenance program included still totaled \$1,186.00 less in overall costs. The maintenance program covers all wear and tear to the machine, performs internal electronic notifications to Xerox when inks/toners are needed who then automatically issues replacements, and the system is set up through a mainframe where Xerox can remotely access the machine to handle software updating, machine troubleshooting and more. She also estimated that what is currently spent on ink and maintenance of the existing machines exceeds the cost of the maintenance program for the Xerox machine being considered, and the cost to replace the defective machines with individual replacements would likely exceed the cost of purchasing a the Xerox machine being considered. Director Morcom motioned to approve the purchase of the machine, Director Kanelos 2nd, all members present in favor. Motion carried.

b. Old Business:

- i. *Discussion and Possible Action Re: Construction and/or purchase of the building structure for future Fire Station #14 located on Yucca Road & Yuma Road between the Arizona State Prison and Griffith Energy off of I-40 at Griffith Road.* Director McCarter explained that he is aware that the board does not want to build a new station 14 yet, but he felt that purchasing a metal building now, for later use would be a good idea due to the lowered cost of steel in our compromised economy. Director Morcom stated he still felt that Station 11 needed to be completed before any other construction or purchases were considered. Director Vanik advised Director McCarter that the cost of steel was expected to go down even further after the first of the year, so it is probably better to wait a while longer. No motion was made on the matter. No action taken.
- ii. *Discussion and Possible Action Re: Board to consider expanding the Fire Chief's spending parameters to facilitate rapid construction progress for new fire station construction needs. Spending up to \$15,000 for each occurrence with alternatives to Board approval at monthly Board meetings such as: (Tabled from the November 17, 2012 Special Meeting).*
 - a) *Immediate email notification that exceeds current \$5,000 limit for this construction project*
 - b) *Phone poll majority approval which always include either Chairman or Clerk*
 - c) *Monthly financial report by the Fire Chief every Board meeting until construction is completed.*Director Morcom stated that he felt the spending parameters do not need to be increased and that any major purchases related to the construction of station 11, outside of what has been previously approved in the bid, should be planned for in advance so that they may be considered at board meetings. He noted that he did not expect any delays that would impede the progress of construction and if the need should arise, meetings can be held to facilitate purchases. No motion was made on the matter. No action taken.

c. New Business:

- i. *Discussion and Possible Action Re: Board of Directors may vote to go into Executive Session pursuant to A.R.S. § 38-431.03(A)(1), for review of possible Agreement between Golden Valley Fire District and Robert Arnold as Paramedic Program Director. Agreement would include Agreement that would compensate for duties outside of regularly assigned to operate as Program Manager for the GVFD Paramedic Academy.*

- Director Morcom motioned to convene into an executive session at approximately 6:22 PM; the regular meeting reconvened at approximately 6:42 PM.

- a. *Request board approval to work on an Agreement outlining duties outside of those regularly assigned and compensation for said duties.*

Director McCarter motioned to enter into a contract with Robert Arnold, in the amount of \$19,992.00 regarding his compensation and duties as Program Manager for the GVFD Paramedic Academy, Director Vanik 2nd, all members present in favor. Motion carried.

- ii. *Discussion and Possible Action Re: Paramedic class financial review, and information to consider if GVFD should partially subsidize the program to meet Paramedic Accreditation needs for District to meet Accreditation objective.* Chief O'Donohue explained that all of the previous paramedic classes the district has held have more than paid for themselves, however the upcoming class has yet to receive enough applicants for a profit due to misinformation that has been circulating that the students would not receive college credits for the course, as well as the need to start the course months earlier than our usual timeline, which takes into account carryover students from the college. Beginning in January 2013, the rules for accreditation will be changing, thus we need to have a course in progress before the first of the year to ensure we are "grandfathered" in under the current rules. If we wait until after the first of the year to allow for more student applications we will be set back by more than a year in reaching our accreditation goals. Although there is a need for this course to be subsidized in order to move the program forward in the accreditation process he assured the board that the paramedic program overall has proven to be profitable for the district and will continue to be. He noted that last year's course was profitable and there is more than enough in the budget to subsidize this class to ensure our accreditation process moves forward for the benefit of future courses. Director Morcom motioned to subsidize the paramedic course, Director Kanelos 2nd, all members present in favor. Motion carried.
- iii. *Discussion and Possible Action Re: Complete apparatus refurbishment of Engine-131 within pre-approved budgeted line item to include the following upgrades and modifications to "make new" to get another 15-years of service;*
- a) *Add plumbing to make water transfer more efficient*
 - b) *Addition of front suction for efficient Tender Operations*
 - c) *Rebuilding valves*
 - d) *Add Porta-Tank with hydraulic lift/lowering system*
 - e) *Addition of dedicated Compressed Air Foam System (CAFS) System*
 - f) *Bring apparatus up to new NFPA safety specifications*
 - g) *Exterior lighting upgrades*
 - h) *Add Chevron striping to front & rear*
 - i) *Emergency lighting upgrades to meet safety standards*
 - j) *Scene lighting upgraded to LED lighting*
 - k) *Occupant restraint systems*
 - l) *Addition of hydraulic generator*
 - m) *Compartments refurbished as needed*
 - n) *Replacement of deteriorated cab insulation*
 - o) *Rebuild transmission*
 - p) *Re-paint & re-stripe*

Assistant Chief Martin explained that Engine 131 is a valuable asset to the district, although it is in need of refurbishment so that it may remain serviceable for another fifteen years or more. He advised the board of various (listed) items and changes that Engine 131 is in need of. The expected costs will be \$126,852.00, not including tax or other fees for delivery, etc. Chief O'Donohue asked the board to approve the costs of the refurbishment, taxes and fees. Director Morcom motioned to approve the refurbishment and additional taxes and fees, Director McCarter 2nd, all members present in favor. Motion carried.

- iv. *Discussion and Possible Action Re: Mutual Aid into Chloride for NACFD (Northern Arizona Consolidated Fire District).* Chief O'Donohue explained that NACFD was experiencing some issues with their coverage of the Chloride area due to economic issues as well as multiple staffing injuries. He advised the board that in recent weeks Golden Valley Fire had responded to medical calls in Chloride which raises a concern as to what parameters need to be set regarding our mutual aid agreement with NACFD and what we will and won't respond to. He noted that in the event of fires or true emergency situations it is our duty to respond. He advised the board that he would be meeting with Chief Moore

to establish some guidelines and will report back to the board. This item was agendaized for information purposes only. No action required at this time.

- v. *Discussion and Possible Action Re: Authorize the Fire Chief to execute the EMT Clinical Rotation Agreement with Kingman Regional Medical Center (KRMC).* Chief O'Donohue explained that Golden Valley Fire District contracts with KRMC and a few other agencies for each EMT and Paramedic course for the clinical and hands on ride along time for the students to meet the criteria for the courses. This agreement is a renewal of the previous contract we had with KRMC for the upcoming paramedic course. Director McCarter motioned to authorize Chief O'Donohue to sign the agreement, Director Vanik 2nd, all members present in favor. Motion carried.

8. Correspondence:

Thank you letter from Rincon Valley dated October 15, 2012. Chief O'Donohue advised the board that he was asked to help Rincon Valley Fire in the selection process of hiring their new chief and it proved to be a great opportunity to evaluate how other districts operate.

Thank you letter from Butch Meriwether dated October 19, 2012. Chief O'Donohue informed the board that Butch Meriwether hosted the candidate forum before the election and the event turned out to be a great opportunity for the PSTC to be used to bring the community together.

9. Board Member Comments: *Discussion and Possible Action Re: agendaizing future new business, committee, special and/or workshop meetings, and any other matter deemed necessary for consideration.* None.

10. Adjournment: Director Morcom motioned to adjourn the meeting at approximately 7:08 PM, Director Kanelos 2nd, all members present in favor. Motion carried.

MINUTES prepared by: Nicole Guerrero Date: 11/19/2012

The Golden Valley Fire District endeavors to ensure accessibility of all its programs, facilities and services to all persons with disabilities. Persons with a disability may request a reasonable accommodation by contacting the District at 928-565-3479.