



# Golden Valley Fire District

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## MINUTES OF REGULAR MEETING OF THE GOLDEN VALLEY FIRE DISTRICT GOVERNING BOARD

The Governing Board of the Golden Valley Fire District met in regular session on **January 26, 2017 at 6:00 p.m.** The meeting was held at the Golden Valley Fire District Public Safety Training Center, located at 423 South Colorado Road, Golden Valley, AZ 86413. The Board may vote to go into executive session on any agenda item, pursuant to A.R.S. §38-431.03(A) (3) for legal advice with the District's attorney on matters as set forth in the agenda item. Board members or other participants may attend by telephonic conference. The following topics and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

### MINUTES

#### 1. CALL TO ORDER.

- Chairman Gorham called the meeting to order at approximately 6:00 p.m.

#### 2. ROLL CALL OF BOARD MEMBERS.

- Director Bill McCarter; Director Gary Juneau; Chairman Paul Gorham; Clerk Jack Hommel; Director Randy Osborn were present.

#### 3. PLEDGE OF ALLEGIANCE.

- The Pledge of Allegiance was recited.

#### 4. APPROVAL OF MINUTES.

##### A. Regular Meeting of December 22, 2016

- Clerk Hommel moved to approve the minutes as presented. Director McCarter 2<sup>nd</sup>. All in favor, motion carried.

#### 5. REPORTS AND CORRESPONDENCE.

##### A. December 2016 Financial Report. (*The financial report is to be reviewed and approved by the Board.*) (Administration)

- Comptroller Kindelberger noted for the month of December the ending register balance for Wells Fargo Bank was \$1,050,028.49. Payroll account, National Bank of Arizona ending register balance \$36,503.71. December Income \$145,221.97; December Expenses \$307,578.80. Comptroller Kindelberger stated that expenses were up due to three payrolls in December.
  - Clerk Hommel motioned to approve the financial report. Director McCarter 2<sup>nd</sup>. All in favor, motion carried.

##### B. December 2016 Operational Report. (Yeager)

- Chief Yeager reported that for the month of December there were 184 calls. Chief Yeager also stated that he had a meeting with Image Trend today who is our software company, as we are still having issues with defining calls. "Call types" are reporting as "service calls" which he would like to report the type of call to Board Members. Captain Cunningham is working with IT person in Kingman to get resolved.

##### C. Fire Chief's Report. *The governing body may not propose, discuss, deliberate or take legal action on this matter unless the specific matter is described in detail. 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)*

- **Buildings/Property**
  - Replacing kitchen faucet at Station 11
- **Equipment**

- Type 3 Engine – Transmission went out – agenda item tonight.
- Attack 125 Type 6 – Transmission is being repaired through insurance claim.
- Engine 111- Valve work and electrical issues fixed, it is back in service
- **Training:**
  - VFIS annual drivers training is finishing up
- **Meetings Attended**
  - Local Emergency Planning Committee
  - Mohave County Fire Officer Association
  - Regional Dispatch
  - RAC Homeland Security Grant Workshop- Captain Martin
  - 911 Community Meeting- Captain Martin
- **Projects in the Works:**
  - ISO Rating is complete, we went from a 6/10 to 4/10
  - Uniform Committee
  - WACEMS Grant for life pack monitors was turned down due to administrative error in the paperwork.
  - Annual Employee Physicals, first phase done second phase is February 7<sup>th</sup> and 8<sup>th</sup>
  - Attending funeral next week for Ernie Smith past Fire Chief of Lake Havasu City.
- **Incidents and Items of Note:**
  - Completed Annual State Inspection at AZ State Prison
  - Awarded VFA Grant for training and safety equipment
  - Awarded ADEM Grant for HazMat Chlorine C Kit
  - Anniversaries:
    - Engineer Ramos – 4 years
    - Engineer Kimber – 5 years
    - Mechanic John Sutherland - 6 years
    - Captain Boyd Lewis – 14 years
  - Thank You:
    - Engineer Gifford and Captain Martin for their hard work on the VFA Grant Work and
    - Captain Martin for Emergency Management Grant
    - Administration Staff for their hard work on the audit
  - Chairman Gorham asked Chief Yeager about our equipment age. Chief Yeager stated that we are fine, that he and the mechanic John Sutherland are putting together a capital plan for the District. A vehicle replacement schedule for the future which will show us where we are at, what we are going to need to replace, when we are going to replace, what will be cycled down moving from frontline putting into reserve. This is so we can stay ahead of the game so that we can set money aside, look at grants if need to. An example: our air packs are due next year, we have no capital plan for this, so we will be looking at grants. By this next budget, you will have a capital plan presented to you with the budget.

**6. BUSINESS.** *Public wishing to speak on agenda items must complete a speaker card and present to the Board prior to the start of the meeting.*

**A. Discussion and possible action regarding: Review and possible approval of the FY 2015-2016 Audit from Saunders Company, Ltd. (Administration)**

- James Saunders of Saunders Company, Ltd spoke to the Board via phone. Mr. Saunders indicated that they found everything to be in good shape. He directed the Board to page 5 of the audit, the independent auditor’s report. We did not find any major issues or anything wrong, the information was presented properly in accordance with the government auditing and accounting standards. You have complied in all material respects that you need to do. Referring to page 69 of the audit, Mr. Saunders stated that we have looked at your internal control and compliance. We did not identify any deficiencies in internal control that we consider to be material weaknesses. We did not find any

illegal activities or noncompliance of laws, rules or regulations. Referring to page 73, Independent Accountant's Report on Compliance with ARS 48-805-02. Fire District Board must certify that they are complying with this statute. This statute relates to finances of the District to make sure you are not spending more money than you have available unless it is under a bond issue or a lease purchase. It means that you must have enough funds to pay for everything and make the payments on those bond issues or lease purchases. You, the Board, must certify to this when you sent in your budget. In connection with our examination, nothing came to our attention that caused us to believe that you were not in compliance with those rules. Therefore, we agree with your certification that you are complying with those rules. Referring to page 18, this is your financial statement. Under liabilities, Net Pension Liability is new as of last year. You are required to bring in the actuary accrued liabilities for PSPRS. The amount of \$1,326,878.00 is an actuary guess of how much money you would have to provide that is not currently available. They look at how much money you have in the pension fund, what they project in earnings and how much the liability of the pensions will be. This is projected out anywhere from one to twenty-five years. This is not something that effects your current operations. Mr. Saunders asked the Board if they have any questions or concerns. Chairman Gorham referred to page 22, long-term liabilities in a negative amount of \$51,676.00 and what that represents. Mr. Saunders stated that this is the unpaid vacation and sick time as of June 30, 2016. No more questions from the Board. Mr. Saunders left the meeting. Director Hommel stated that he did not get a chance to digest the audit fully and would like to abstain from a vote. Chairman Gorham asked the Chief about the deadline to submit the audit. Chief Yeager stated that the deadline is January 31<sup>st</sup> to submit the audit to the Arizona Fire Marshall and asked that the Board accept the audit so we may release the audit. We can bring it back to the Board next month for approval to allow more time for review.

o Clerk Hommel motioned to accept the audit. Director McCarter 2<sup>nd</sup>. All in favor, motion carried.

B. Discussion and possible action regarding: Boy Scouts requesting use of PSTC on February 18 and February 25, 2017 from 0800-1600 hours. They are requesting a fee reduction or waiver of fees. (Administration)

• Comptroller Kindelberger informed the board that there is a letter from Boy Scouts Unit 104 in board packet, that we have given them in the past the reduced rate of \$22.41 to cover the cost of utilities.

o Director McCarter motioned to waive the fee and he will personally pay the fees. Clerk Hommel 2<sup>nd</sup>. Discussion: Chairman Gorham stated that we are not asking a lot and the Board cannot keep picking up the cost. Chief Yeager added that they do not have a problem paying the reduced fee. Chairman Gorham felt that \$22.41 is not a tremendous amount of money and if the Board keeps paying the fees we are not setting a precedence for our fees. Director McCarter withdrew his motion, Clerk Hommel withdrew his 2<sup>nd</sup>.

o Chairman Gorham motioned to charge the reduced fee of \$22.41 per day. Director Juneau 2<sup>nd</sup>. All in favor, motion carried.

C. Discussion and possible action regarding: Revision to policy Article 8 Immigration Reform Control Act. (Administration)

• Comptroller Kindelberger informed the board that this is part of cleanup on the Policy Book; Article 8 in which the documents for employment, the I-9, was changed but the policy was never updated. Clerk Hommel was confused about article 8.1.6 regarding the passport from the Federated States of Micronesia or the Republic of the Marshall Islands. Comptroller Kindelberger stated that the wording is taken directly off of the INS form I-9. Chairman Gorham added that it was not until last year that we did E-Verify. The District was not in compliance but we are now.

o Clerk Hommel moved to approve so that we may comply with federal statute. Director Juneau 2<sup>nd</sup>. All in favor, motion carried.

D. Discussion and possible action regarding: Revision to policy Article 66 Group Benefits. (Administration)

• Comptroller Kindelberger noted that when board voted to go with RAGHT, which was effective December 1, 2016, this policy needed to be updated to include the District paid life insurance and to define what eligible dependents are to be on the plan, this just specifies what is an eligible spouse and eligible child. Chairman Gorham asked if this was set forth by insurance company. Comptroller

Kindelberger stated yes, by the trust. When we were with BlueCross BlueShield, a private plan, it was set up so you could opt domestic partners, you did not have to be married, but the trust does not allow this. We need to specify in policy that we do not allow unmarried domestic partners. Chairman Gorham stated he believes this is against federal guidelines. Comptroller Kindelberger stated when you sign up for private insurance in the application you can opt to offer that. The District did opt for domestic partners. The spouse has to be legally married under the laws of any state and the child has to be natural, stepchild, adopted, guardianship or foster child. Chairman Gorham asked that Administration verify that this is legal.

- Clerk Hommel motioned to suggest we postpone so that Administration can come back with a definitive answer to the question. Director McCarter 2<sup>nd</sup>. All in favor. Motion carried.

E. Discussion and possible action regarding: Acceptance of the Volunteer Fire Assistance (VFA) grant in the amount of \$8,220.00. (Yeager)

- Chief Yeager informed Board Members that every year we put in for the VFA Grant which is Wildland Grant for safety equipment/wildland gear which we would have to purchase anyway and again this year we were awarded \$8,220.00. We also received wildland tools and we received funding to send four employees to the Arizona State Wildland Academy for certification classes which they need in order to red card and go out on wildland assignments which generates funds. This is a great grant which we did budget for. We are asking board to approve the grant. Chairman Gorham asked if this was a matching fund grant, Chief Yeager stated it was 50/50 Grant.

- Clerk Hommel motioned to accept the grant. Director Juneau 2<sup>nd</sup>. All in favor, motion carried.

F. Discussion and possible action regarding: Quotes for repair of transmission for Brush 116 Type 3 Unit. (Yeager)

- Chief Yeager informed Board that the transmission in Type 3 unit went out and we have two quotes; one is for \$17,005.71 and the other for \$20,969.18. The quote from RWC Group is the one I am recommending to approve. There is a \$5,629.37 core deposit which we will get back. This is a full size fire truck so it's a heavy duty transmission is why the cost is so expensive. We will be doing repairs in house. Our cost for transmission with taxes will be \$11,376.34.

- Clerk Hommel motioned to approve quote from RWC Group. Director Juneau 2<sup>nd</sup>. Discussion: Chairman Gorham asked age of truck, Chief Yeager said we purchased about 3 years ago refurbished. Call for the vote. All in favor, motion carried.

**7. CALL TO THE PUBIC.** *Consideration and discussion of comments and complaints from the public. Those wishing to address the Golden Valley Fire District Board need not request permission in advance. The Fire District Board is not permitted to discuss or take action on any item raised in the call to the public, unless the item is specifically noticed for discussion or legal action. 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 that the matter be placed on a future agenda. 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 Agenda due to restrictions of the Open Meeting Law.*

- None

**8. ADJOURNMENT.**

- Director Gorham adjourned the meeting at approximately 6:45 p.m.

MINUTES prepared by: JoAnn Fleischmann/ Mindy Kindelberger  
(This is a working draft, until Board approval)

Date: 01/31/2017