



# 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 **WEDNESDAY, JULY 27, 2022 at 9:00 a.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.

- Chairperson Foster called the meeting to order at approximately 9:00 a.m.

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

- Director George Payntar; Director Gary Juneau; Chairperson Sue Foster were all present. Director Jack Hommel and Clerk Tony DeMaio were absent.

#### 3. PLEDGE OF ALLEGIANCE.

- The Pledge of Allegiance was recited.

#### 4. APPROVAL OF MINUTES - CONSENT AGENDA

- A. Special Meeting Minutes of June 22, 2022
- B. Regular Meeting Minutes of June 22, 2022
  - Director Juneau motioned to approve the minutes as presented. Chairperson Foster 2<sup>nd</sup>. All in favor, motioned carried.

#### 5. REPORTS AND CORRESPONDENCE.

- A. June 2022 Operational Report. (Chief Cunningham)
  - Chief Cunningham stated for the month of June there were 281 total calls; Fire calls 65, EMS 215 and 1 Hazmat call.
- B. 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)*
  - District properties – Assistant Fire Chief Martin
    - Station 13 swamp cooler being repaired; diesel generator has leak in fuel tank, shipped to Phoenix for repair.
    - Station 12 the bay door has come off the track and has damaged one panel.
    - Storage trailer at admin needs to be painted, will schedule after monsoon season.
  - Equipment – Assistant Fire Chief Martin
    - Water Tender 118 needed new front tires.
    - Engine 121 had air conditioning issue fixed.
  - Training
    - Will be sending two firefighters to Fire School in September.
  - Meetings Attended
    - Mohave County Fire Officer's meeting tomorrow.

- Town Hall scheduled for August 25<sup>th</sup> at the Training Center. Mohave County Economic Development will be holding the meeting to get feedback from the community. One is also scheduled for Yucca.
- Projects in the works
  - Wildland season is upon us. We have been very busy, we have a tender in Peach Springs.
  - Captain Kevin Gifford has resigned, and his last day will be August 4<sup>th</sup>. He has accepted a job with Bullhead Fire. Captain Gifford is in charge of our POC and Volunteer hiring and runs our wildland program. Those responsibility will be moved to someone else. This does open opportunities for other firefighters for promotions.
  - Staff is working on a new pay scale, our current pay scale was written in 2010-2011. Golden Valley is falling behind other districts on our pay scale. This will be coming to the board in the future.
- Thank-You
  - We would like to thank Dave Parnell and Sue Hutchins from Our Place Diner for the \$102.00 donation. Our Place Diner used to be Nina's. We have eaten there, and they have very good food. If you haven't been there, I recommend it.
  - Thank you to Kevin Gifford for his eleven years of service to Golden Valley Fire. We are sorry to see him go but we wish him luck.
- Anniversaries
  - Firefighter Bryar Travis 1 year.
  - Firefighter Hunter Davis 6 years.
  - Comptroller Mindy Kindelberger 7 years.
  - Engineer Gus Alvarez 12 years.
  - Engineer Chad Lewis 15 year.

Item7C was taken out of order.

7. C. Discussion and possible action regarding: Request from K9 Paws Behavior Dog Training for waiver or reduction of PSTC rental fees. (Administration)

- Comptroller Kindelberger informed the board that we have a request for a waiver or reduction of fees, I have prepared the cost for one classroom for 4 hours daily for 5 days. Based on our three-tiered pricing the cost would be \$700 for a for-profit business, \$490 for a GV citizen and \$385 for non-profit. Marsha Durfee is here to speak to the board. Marsha Durfee advised the board of her GV based dog training business. Her company has the opportunity to host a national training event for American Society of Canine Trainers. These events are usually held in larger cities and feel this is a great opportunity to bring people into our community which should help local businesses. We are not receiving any funds to host this event. There are 15 trainers signed up now and still have 5 more openings. We have reached out to the Sheriff's Office and DPS and City of Kingman as they all have working dogs. We are asking for the board to waive the fees to help us host this event. Chairperson Foster asked if they have hosted this event. Marsha stated no, but we do trainings for veterans, kids and first responders for free out of our facility on Egar Road. Director Juneau asked if this training is free. Marsha replied that the participants do pay a fee but to American Society of Canine Trainers and that is to cover the cost of the certifications, training materials and the instructor.
  - Chairperson Foster motioned to waive the fees for this year and if the event is held next year for it to be revisited by the board. Director Juneau 2<sup>nd</sup>. Discussion: Director Payntar feels this is good for the community and our local agencies to participate if they need certifications for their dogs. Comptroller Kindelberger stated that in the past when fees were waived the board charged a utility fee to cover our expenses. Our daily utility cost on the training center is \$27.00 per day. Director Juneau thinks the board should get that expense covered. Chairperson Foster asked Marsha if \$27.00 per day would be okay. Marsha answered yes. Director Juneau rescinded his 2<sup>nd</sup> and Chairperson Foster rescinded her motion.
  - Chairperson Foster motioned to waive the fee for K9 Paws Behavior Dog Training for the days and hours requested but they pay \$27.00 per day for utilities. Director Juneau 2<sup>nd</sup>. All in favor, motion carried.

**6. VOTE TO GO INTO EXECUTIVE SESSION.**

- A. The Board of Directors may vote to go into Executive Session on personnel matters pursuant to A.R.S. §38-431.03(A)(1) for discussion of compensation regarding the Comptroller/Office Manager position.
- Director Juneau motioned to go into executive session. Chairperson Foster 2<sup>nd</sup>. All in favor, motion carried.
    - Executive Session began at approximately 9:30 a.m.
    - Public Session reconvened at approximately 9:45 a.m.

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

- A. Discussion and possible action regarding: Election of Clerk Pro Tem for purposes of signing needed documents approved this meeting. (Administration)
- Comptroller Kindelberger stated we need a clerk just for this meeting to sign documents.
    - Chairperson Foster motioned for Director Payntar to be Clerk Pro-Tem for this meeting so he can sign documents. Gary Juneau 2<sup>nd</sup> the motion. All in favor, motion carried.
- B. Discussion and possible action regarding: Compensation regarding the Comptroller/Office Manager position. (Cunningham)
- Chief Cunningham stated to keep the administrative assistant and the comptroller pay scales from being compressed in those two positions. He is asking the board to approve the 6% increase for Comptroller Kindelberger.
    - Director Juneau made a motion to give the comptroller a 6% increase. Clerk Pro-Tem Payntar 2<sup>nd</sup> the motion. All in favor, motion carried.
- C. Item discussed earlier in meeting.
- D. Discussion and possible action regarding: Approval of June 2022 Financial Reports. (Administration)
- Comptroller Kindelberger noted for the month of June the ending register balance for the warrant account at Wells Fargo Bank was \$1,025,427.92. Capital reserve account at Wells Fargo Bank was \$50,000.00. Payroll account at National Bank of Arizona ending register balance \$90,000.53. Income \$197,004.85; Expenses \$317,815.48. She also stated this is the last financial statement for the fiscal year of 2021-2022. Our rollover has dramatically increased from last year which will help with the carryover during the dry season of our taxes. Also, we collected \$383k this fiscal year in wildland revenue with \$114k outstanding, for a total of \$497k.
    - Chairperson Foster made a motion for the governing board to approve the June 2022 financial reports as presented. Director Juneau 2<sup>nd</sup> the motion. All in favor, motion carried.
- E. Discussion only: Review records request for the month of June 2022. (Administration)
- Comptroller Kindelberger read the record request for June as follows:
    - 06/15/22 Metropolitan Reporting Bureau, fire report, ready on 6/15/22, collected \$5.00.
    - 06/22/22 Bon Rich, Inc., fire report, ready on 06/22/22, collected \$4.00.
    - 06/24/22 Lerner & Rowe Injury Attorney, Fire & EMS report, ready on 06/27/22, collected \$5.00.
    - No Action
- F. Discussion and possible action regarding: Adoption of Fiscal Year 2022/2023 final budget and resolution regarding same. (Cunningham)
- Chief Cunningham stated we got our final rates for workers compensation, the rates dropped from 12.92% to 8.82% for a savings of \$55k. Most of the funds were directed to payroll. Director Juneau asked how the rate decreased. Comptroller Kindelberger explained when the pool was formed all districts came in at the rate they had with their prior carrier. Now that the pool has two years data the rates were averaged among the pool.
    - Clerk Pro-Tem Payntar made a motion to adopt the fiscal year 2022-2023 final budget and resolution. Chairperson Foster 2<sup>nd</sup> the motion. All in favor, motion carried.
- G. Discussion and possible action regarding: Approval and signature of Budget Certification pursuant to ARS § 48-802.02. (Administration)

- Comptroller Kindelberger stated the budget certification accompanies the budget to the county. She stated the certificate states the district has not incurred any debt or liabilities in excess of the tax levy.
  - Director Juneau motioned to approve the budget certification. Chairperson Foster 2<sup>nd</sup> the motion. All in favor, motion carried.
- H. Discussion and possible action regarding: Lift the wage freeze effective July 19, 2022. (Cunningham)
  - Chief Cunningham stated due to the workers compensation reduction, he would like the board to lift the wage freeze. There is enough money in the budget for everyone to get their increases throughout the year. This would end the pay freeze that has been in place for about seven years. The wage freeze could be re-introduced in the future.
    - Director Juneau made a motion to lift the wage freeze effective July 19, 2022. Chairperson Foster 2<sup>nd</sup> the motion. All in favor, motion carried.
- I. Discussion and possible action regarding: Donation of air packs to Oatman Fire District. (Cunningham)
  - Chief Cunningham stated some of the air packs were donated to Seligman Fire a year ago and per Director DeMaio's request, they tried to reach out to the fire station that burned down in the Midwest by email and phone with no response. Oatman is in desperate need of the air packs. These air packs were approved for surplus by the board prior.
    - Director Juneau made a motion to donate the remaining air packs per resolution #2020-08 to Oatman Fire. Clerk Pro-Tem Payntar 2<sup>nd</sup> the motion. All in favor, motion carried.
- J. Discussion and possible action regarding: Surplus Attack 125, 2000 Ford F550 due to repair cost exceeding value of vehicle; approve resolution regarding same. (Cunningham)
  - Chief Cunningham stated this was one of their oldest vehicles and the transmission has failed. It would cost more to repair then the vehicle is worth. Instead of dumping money into an old vehicle I feel we should put that money toward the purchase of a new attack unit.
    - Chairperson Foster made a motion to approve the surplus of the 2000 Ford F550 and approval of resolution. Director Juneau 2<sup>nd</sup> the motion. All in favor, motion carried.
- K. Discussion and possible action regarding: Cancel credit card with National Bank of Arizona for Kevin Gifford, card number ending #6818. (Administration)
  - Chief Cunningham stated all engine bosses has a credit card and since Kevin Gifford is leaving this card needs to be cancelled.
    - Clerk Pro-Tem Payntar motioned for the credit card with National Bank of Arizona to be cancelled. Director Juneau 2<sup>nd</sup> the motion. All in favor, motion carried.
- L. Discussion and possible action regarding: Issue new credit card with National Bank of Arizona for purposes of travel expenses for training; spending limit to be determined. (Administration)
  - Comptroller Kindelberger stated they were approved by National Bank of Arizona a couple of years ago to have a credit card in the name of Golden Valley Fire without a person's name. This card was intended for deployment. Now we have fire school coming up and if we use that card and the tender gets deployed, they won't have a card. Therefore, we need another credit card dedicated training and travel. Staff is recommending a \$2,500 spending limit. Chairperson Foster had concerns about the credit card without a person's name. Chief Cunningham stated the card will be locked up at the admin building.
    - Director Juneau motioned for the approval of a credit card with National Bank, with the name of Golden Valley Fire District with a spending limit of \$2,500. Chairperson Foster 2<sup>nd</sup> the motion. All in favor, motion carried.
- M. Discussion and possible action regarding: Approve the Pension Funding Policy per A.R.S. §16-225(c). (Administration)
  - Comptroller Kindelberger stated the numbers are out for the fiscal year ending June 30, 2021. The funding level for Tiers 1 & 2 has increased from 77.9% to 78%. Tier 3 is fully funded at 107.3%. We are on a 20-year amortization schedule to get to fully funding. The reason Tier 1 & 2 is barely moving because of the market and the wage freeze has reduced contributions. Director Juneau asked Chief Cunningham if this was already budgeted for. Chief Cunningham answered yes.
    - Director Juneau made a motion to approve the pension funding policy. Chairperson Foster 2<sup>nd</sup> the motion. All in favor, motion carried.

**8. CALL TO THE PUBLIC.** *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.

**9. ADJOURNMENT.**

- Chairperson Foster adjourned the meeting at approximately 10:14 a.m.

**MINUTES prepared by: Bobbie Schott / Mindy Kindelberger**  
*(This is a working draft, until Board approval)*

**Date: 07/28/2022**

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