

**CALL TO ORDER** Board Chair J. Coslett-Muirhead called the Fire Board Meeting to order on Thursday, May 26, 2016 at 6:00 p.m. at the Fire District Administration Office, 35050 S. Old Black Canyon Highway, Black Canyon City, Arizona.

**ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM**

**Members Present:** Board Chairman Jeri Coslett-Muirhead; Board Clerk Diana Kenson; Board Member Sharon McMahon, Board Member William Davis, Board Member Jack Artrip

**Members Absent:** NONE

*Board Chair affirms a quorum*

**Administrative Staff Present:** Chief Birch

**PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA:** led by Diana

**CALL TO THE PUBLIC** There was no response to the Call to the Public

**Discussion & Possible Action – Approval of April 28<sup>th</sup> Regular Board Meeting and May 17<sup>th</sup> Special Board Meeting:** Board Member S. McMahon motions to approve the April 28<sup>th</sup> minutes with stated corrections; Board Member B. Davis seconds the motion;

Vote conducted MOTIONED **CARRIED.**  
AYES: Coslett-Muirhead, Kenson, McMahon, Davis  
NAYS: None  
ABSTAIN: Artrip – not present for meeting

The May 17<sup>th</sup> minutes were not included in the Board Packet; no vote taken.

**CONSENT AGENDA**

- A. **April 2016 Monthly Financial Report:** Board Clerk D. Kenson motions to approve the Consent agenda item A; Board Member J. Artrip seconds the motion;
- B. **April 2016 Ambulance Bookkeeping and Insurance Billing Report:** Board Member S. McMahon motions to approve the Consent agenda item B; Board Member J. Artrip seconds the motion;

Vote conducted for items A & B on consent agenda **MOTIONED CARRIED.**

AYES: Coslett-Muirhead, Kenson, McMahon, Artrip  
NAYS: None  
ABSTAIN: None

**CURRENT EVENTS SUMMARIES, REPORTS, AND/OR CORRESPONDENCE**

(Current Event Summaries are regarding activities of the Fire District and the status and progress relating thereto.)

**A. Fire Chief Report and Current Events Summary for February 2016:**

Chief discussed Current Events as outlined in Chief's report within Board Packet.

- Anniversaries: Al Beren 31 years.
- Memory of Past Board Member Esther Britain.
- Reviewed and compared call volume numbers from April 2016 and April 2016.
- Welcome New Part-time members: K. Kovac, and K. McClure.
- Welcome New Volunteers: Arvizu, Campbell, Domino, Gibson, Griffith, Hansen, Harvil, Mauer, Minder, Nichols, Olsen, Paz, Rowen, Webster.
- Informed today that we did not receive the State land grant.
- Letter from the county regarding Transwestern pipeline and our possible responsibility in the future; our maximum, if they won their full requested amount, amount would be just under \$30,000.00.
- Chief stated that this will be his last regular Board Meeting and thanked everyone for their support and stated that it has been an honor and a pleasure working with everyone.

Public Comment: **None**

New Business:

**Discussion & Possible action re:** *Purchasing IGA* with Central Arizona Fire & Medical Authority (formerly Central Yavapai Fire District). J. Coslett-Muirhead stated that this is the same contract that we have with, just a name change. S. McMahon asks if the pricing is still good, Chief replied yes. **S. McMahon Motions to approve the Purchasing agreement with Central Arizona Fire & Medical Authority, D. Kenson seconds the motion.**

Vote conducted - **MOTIONED CARRIED.**

AYES: Coslett-Muirhead, Kenson, McMahon, Davis, Artrip  
NAYS: None  
ABSTAIN: None

**Discussion & Possible action re:** **Amending District PTO (Paid Time Off) Policy.** D. Kenson motions to approve the PTO policy to reflect the M.O.U., B. Davis seconds the motion. B. Davis asked if the only difference was that the personnel did not need to request payment of the unused PTO, D. Kenson stated that is correct.

Vote conducted - **MOTIONED CARRIED.**

AYES: Coslett-Muirhead, Kenson, McMahon, Artrip, Davis  
NAYS: None  
ABSTAIN: None

**Discussion & Possible action re:** **Approval of donation request to 555 Fitness for physical fitness equipment.** Board Member B. Davis motions to approve the request; Board Member J. Artrip seconds the

motion. Board Members asked if we have room for the equipment, Captain Burkhart stated yes. Chief Birch stated he advised Captain Tilson that the only way he would approve this grant was if there were minimum two using the equipment at time, basically they must have a spotter any time the equipment is being used. Captain Burkhart stated that a policy will be written and enforced regarding safety and the use of the equipment.

Vote conducted - **MOTIONED CARRIED.**

AYES: Coslett-Muirhead, Kenson, McMahon, Artrip, Davis  
NAYS: None  
ABSTAIN: None

**Unfinished Business:**

**Discussion and Possible Action re: Administrative and Management Agreement with Daisy Mountain Fire District, or alternatives.** D. Kenson motions to discuss, and S. McMahon seconds the motion. J. Coslett-Muirhead asks Chief Nichols for an update. Chief Nichols advises that the copies that the Board has reflects the changes made by DMFD's attorney. Basically the changes were either mandated by Arizona Statutes or reworded to fit both DMFD's and BCFD's requests/requirements and litigation protection for both Districts and impacts regarding ISO ratings. S. McMahon asks if DMFD's Board is ready to sign and Chief Nichols replies yes. Open discussion regarding when final contract will be ready to sign by both parties, and frustration with the time-line. Chief Nichols stated that since this is a holiday weekend and BCFD's attorney may not be available to review the revised IGA, he will have DMFD's Board sign the agreement that is currently being discussed, as a good faith move, and if changes are needed it can be addressed at a later date. J. Artrip motions to have a Special Board Meeting on Thursday June 2<sup>nd</sup> at 6:00 to approve the IGA or discuss other alternatives, S. McMahon seconds the motion.

Vote conducted - **MOTIONED CARRIED.**

AYES: Coslett-Muirhead, Kenson, McMahon, Artrip, Davis  
NAYS: None  
ABSTAIN: None

**Discussion and Possible Action re: Approval of Fiscal Year 2016/2017 proposed budget.** D. Kenson motions to discuss and approve the Budget for Fiscal Year 2016/2017, S. McMahon seconds the motion; Open discussion regarding the Fire District bringing the Bond payment back in house. Chief discussed a spreadsheet he did displaying what several properties paid in fire district taxes in 2006 and in 2015, which they are paying a minimum of 33% less today with the Bond payment than in 2006. Chief Birch recommends that they wait one more year, especially with Transwestern an unknown. S. McMahon stated that the Fire Department promised the tax payer that the District would make the payment unless they were in a financial crisis and she would be hard pressed to go to the tax payer to ask for anything else if the District does not take the payment back. B. Davis stated it is easy to explain - just look at the numbers, the tax payers are paying significantly less now than when the Bond was approved. Board Member J. Artrip and Board Chair Jeri Coslett-Muirhead agreed that the Bond payment should be brought back in house. Board Member D. Kenson also agreed that the District should wait one more year. S. McMahon motions to approve the proposed budget for 2016/2017 as presented with the Fire District paying the Bond from the regular budget; J. Artrip seconds the motion.

Vote conducted - **MOTIONED CARRIED.**

Minutes  
Thursday May 26th, 2016

AYES: Coslett-Muirhead, McMahon, Artrip  
NAYS: Davis  
ABSTAIN: Kenson

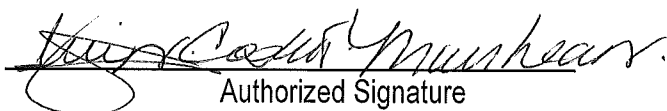
**Public comment:** John Burkhart stated that he lives in Black Canyon City and he believes bringing the bond back in house is premature.

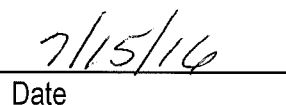
**ADJOURNMENT**

The meeting adjourned at 7:18 P.M. (S. McMahon / J. Artrip)

NEXT SCHEDULED BOARD MEETING

May 26<sup>th</sup>, 2016

  
Authorized Signature

  
Date

The complete packet of information from the Board meetings or portions thereof is available from the administrative Office upon completion of a Public Records Request.

*"Black Canyon Fire Department is an Equal opportunity employer and provider."*