

**Minutes of June 27, 2013
Regular Fire Board Meeting
Black Canyon Fire District**

- ITEM I:** *Call to Order:* The monthly Board Meeting was called to order on Thursday, June 27, 2013 at 6:01PM.
- ITEM II:** *Roll Call of Board Members:* Present – Board Chair M. Forsythe, S. McMahon, J. Coslett-Muirhead, D. Kenson, and J. Artrip. Also present Chief Birch and E. Caldwell.
- ITEM III:** *Pledge of Allegiance:* Nancy Artrip led the Pledge of Allegiance.
- ITEM IV:** *Minutes from the May 2013 Regular Fire Board Meeting:* < S. McMahon > Motions to discuss and/or vote to accept the Minutes from the May 2013 Regular Fire Board Meeting. < D. Kenson > seconds the motion. **Motion carries 5 – 0 unanimous.**
- ITEM V:** *Bookkeeping report from May 2013:* < J. Artrip > Motions to discuss and/or vote to approve the Bookkeeping Report for May 2013: < J. Coslett-Muirhead > seconds the motion. **Motion carries unanimously 5 – 0.**
- ITEM VI:** *Ambulance bookkeeping and Insurance Billing Report for May 2013:* < D. Kenson > Motions to accept the May 2013 Ambulance and Insurance Bookkeeping Report. < S. McMahon > seconds the motion. < E. Caldwell reviewed and explained the differences in the reports including event dates vs. posting dates. **Motion carries unanimous 5 – 0.**
- ITEM VII:** *Chief's Report:*

<Chief> we have one anniversary this month, John Burkhart has been with the Dept. eleven years. Congratulations, and thank you for your hard work and contributions to the department and community!

Total transports by BCFD, including transport from scene to helicopter:
Incidents for the month of May 2013 = 34 compared to 27 for May 2012.

- May 2013 = 39 vs. April 2012 = 43
- January 1, 2013 to May 30, 2013 = 179
- January 1, 2012 to May 30, 2012 = 177

Combined training hours for the month of May 2013 = 508

Brush 331 was dispatched to the Doce fire outside of Prescott at 0530AM, June 19th. The crew included Capt. Josh Johnson, Capt. John Burkhart and Reserve Firefighter Jeremy Schwartzberg. An Engine Boss Trainee from Daisy Mountain Fire Dept. joined the crew.

Bid openings for the new Enclosed High Performance Compressor/Purification System/Fill Station/Storage System were opened at 0904AM, Friday, June 7, 2013. Present were Chief Birch, Board Chair Marilyn Forsythe, and Administrative Assistant Karen Shoemaker

Sealed bids were opened in the order they were received.

MES of Arizona was the first with a total bid package of \$44,821.45 including freight and tax for a Scott Simple Air Compressor.

United Fire Equipment of Tucson, AZ bid a total of \$40,380.30 including freight and tax for a Bauer Breathing Air System.

FDC Products of Glendale, AZ bid a total of \$42,159.20 including tax with no shipping/handling charges for a Pegasus Enclosed Compressor.

The apparent low bidder was United Fire Equipment with a total bid of \$40,380.30 for a Bauer Breathing Air System. After reviewing the specifications provided by each bidder, Chief Birch awarded the bid to the lowest and most responsive bidder, United Fire Equipment, on June 12th.

We have gone out to bid for 16 new self-contained breathing apparatus (SCBA) of which 95% of the cost is being funded by a grant from FEMA. Bids for the SCBA will be opened at 0900AM July 18, 2013.

ITEM VIII *Discuss and/or vote on authorizing Chief Birch to accept a Type 3 Wildland engine from AZ State Land Dept. if one becomes available.* <D. Kenson> motions to discuss and/or vote on authorizing Chief Birch to accept a Type 3 Wildland Engine from AZ State Land if one becomes available; <S. McMahon) seconds the motion. <Chief> Josh Johnson was scheduled to present this tonight but could not be here and asks if this can be tabled until the next meeting. Board agrees to table Item VIII until next board meeting.

ITEM IX *Discuss and/or vote on approving "Revised Resolution 2013-05-30"; updating Resolution "89-B" which sets Workman's Compensation wages for our Reserve/volunteer firefighters pursuant to A.R.S. 23-901.6.d:* <J. Artrip > motions to discuss and/or vote on approving "Revised Resolution 2013-05-30"; updating Resolution "89-B" which sets Workman's Compensation wages for our Reserve/volunteer firefighters pursuant to A.R.S. 23-901.6.d; <J. Coslett-Muirhead > seconds the motion. <E. Caldwell> since our discussion regarding this issue at the board meeting in May, the salary base used to compute the premiums for our Reserve/Volunteer firefighters have increased from \$900 a month to \$2,367 a month. This is due to State Fund requiring the computation of our reserves to be based on what we pay our full time entry level firefighter. Apparently this is due to a statute that has been on the books for a quite a while, but not enforced. This is in no way due to on-the-job injuries, in fact, we have not had any injuries since moving into the new station. The additional costs will have to come out of contingency. **Motion carries unanimous 5 – 0.**

ITEM X *Discuss and/or vote on approving "H & S, LLC" to perform our annual year end accounting for Fiscal Year 2012/2013* < S. McMahon > motions to discuss and/or vote on approving "H & S, LLC, to perform our annual year end accounting for Fiscal Year 2012/2013; H & S does the clean up and set up for the auditor to come in. This complies with accounting standards which allows for an independent accountant to come in, clarify and reconcile our accounts; then the Independent Auditor comes in to do their job. This is another check and balance for the District Taxpayer. <J. Artrip > seconds the motion. **Motion carries unanimous 5 – 0.**

ITEM XI *Discuss and/or vote on approving the Annual Red Flag Report for FY 2012/2013:* <D. Kenson> Motions to approve the Annual Red Flag Report for FY 2012/2013; <S. McMahon> seconds the motion. **Motion carries unanimous 5 – 0.**

ITEM XII *Discuss and/or vote on approving the Holmatro Prevention Maintenance Agreement with Extrication Concepts LLC for the annual maintenance of the District's extrication equipment:* <J. Coslett-Muirhead > motions to discuss and/or vote on approving the Holmatro Prevention Maintenance Agreement with Extrication Concepts LLC for the annual maintenance of the District's extrication equipment; <J. Artrip> seconds the motion. **Motion carries unanimous 5 – 0.**

ITEM XIII *Discuss and/or vote on entering into a Memorandum of Understanding (MOU) with the Arizona Dept. of Public Safety authorizing the District's use of the Arizona Interagency Radio System (AIRS):* <D. Kenson> motions to discuss and/or vote on entering into a Memorandum of Understanding (MOU) with the Arizona Dept. of Public Safety authorizing the District's use of the Arizona Interagency Radio System (AIRS); <S. McMahon> seconds the motion. **Motion carries unanimous 5 – 0.**

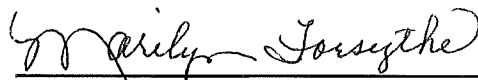
ITEM XIV *Discuss and/or vote on renewing Chief Birch's contract set to expire June 30th, 2013 Per A.R.S. 38-431-03.A.1; the Board and/or Chief Birch reserves the right to go into Executive Session for discussion of an employment contract; <S. McMahon> motions to renew Chief Birch's two-year contract; <J. Coslett-Muirhead> seconds the motion. **Motion carries unanimous 5- 0.***

ITEM XVI *Discuss and/or vote on ADOPTING Fiscal Year 2013/2014 Budget: <D. Kenson> motions to adopt FY 2013/2014 Budget; <S. McMahon> seconds the motion. <Chief> Just a reminder, with the Workman's Compensation increase we will be over budget on that line item. **Motion carries 5 – 0 unanimous.***

ITEM XVII *Public Call: "The consideration and discussion of comments and complaints from the public. Those wishing to address the Black Canton Fire District Board need not request permission in advance. Action taken as a result of public comment will be limited to directing staff to study the matter or rescheduling the matter for further consideration and decision at a later date."*

ITEM XV *Adjournment: <D. Kenson> motions to adjourn; <J. Artrip> seconds the motion.*

Meeting adjourns at 7:05PM



7/25/13

Authorized Signature

Date