

Minutes
Regular Session
FIRE BOARD MEETING
Thursday October 30th, 2014

(Agenda items may have been taken out of order at the discretion of the Chairman.)

I. CALL TO ORDER

Board Clerk called the Fire Board Meeting to order on Thursday, October 30, 2014, at 6:02 p.m. at the Fire District Administration Office, 35050 S. Old Black Canyon Highway, Black Canyon City, Arizona.

II. ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM

Members Present: Board Clerk Jeri Coslett-Muirhead, Board Member Diana Kenson, Board Member Jack Artrip, and Board Member William (Bill) Davis

Members Absent: Board Chair Sharon McMahon,

Board Clerk affirms quorum is present.

Administrative Staff Present: Chief Birch and Elaine Caldwell.

III. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

IV. CALL TO THE PUBLIC

There was no response to the Call to the Public

V. MINUTES

W. Discussion & Possible Action - Regular Board Meeting - Sept. 25th, 2014

Board Member D. Kenson motions to approve the minutes of the Sept. 25th Regular Board meeting, J. Artrip seconds the motion. Elaine advises that on page 3 last paragraph there is a typo - the word "ever" should have been EVERY.

Vote conducted. to Approve with corrected item. **MOTIONED CARRIED.**

AYES: Coslett-Muirhead, Kenson, Artrip, Davis

NAYS: None

ABSTAIN: None

VI. FINANCIAL SUMMARY AND REPORTS

A. Monthly Financial Current Events Summary

E. Caldwell advises that the monthly Comparison report shows a negative in tax revenue. This was due to the posting of the Transwestern Taxes. Also there is a carryover of \$59,000 which was the payment to cover the Transwestern Taxes as well.

VII. CONSENT AGENDA

A. Approval of the September 2014 Monthly Financial Report:

The Board reviewed the September 2014 Monthly Financial Report.

B. Approval of the September 2014 Ambulance Bookkeeping and Insurance Billing Report

E. Caldwell identified that a number of Board members liked the details that the Ambulance Company provided.

D. Kenson questioned a note that it shows "6" insurance claims yet there appeared to have eight entries. Elaine will get more information on the "self-pay" section.

J. Artrip motions to approve the Consent Agenda Items A and B.

B. Davis seconds the motion.

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Public Comment: None

Vote conducted. **MOTIONED CARRIED.**

AYES: Coslett-Muirhead, Kenson and Artrip, Davis

NAYS: None

ABSTAIN: None

VIII. 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 October 2014

- Chief Birch reviews the October 2014 Chiefs Report which is attached to the official Fire Board meeting packet.
- Chief had attended a Public Information Officer (PIO) Class in Cottonwood with other CERT members of the community 10/27/14
- Annual Christmas Party scheduled for Saturday, 12/6/14 at 4:00pm - **Board responsible for Desserts** -- A member of the community made a donation so meal is covered.
- Chief discussed the email regarding Lakeside/Linden/Showlow merger. He was surprised it happened so quickly. J. Coslett-Muirhead states perhaps we can have more information identified after they've have 6 months or so together.
- Chief advised of a meeting with the Fire District Association on 11/19/14 encouraging a Board member to attend.

Public Comment: Public comment/input is welcomed after each agenda item of New and Unfinished Business; Individual comments are limited to three minutes per individual and must pertain to the specific agenda item.

New Business

- A. Discussion & Possible Action re: Opening sealed bids for excess property as advertised on BCFD web site and Arizona Fire District Association's Web site. **Board Member D. Kenson motions to discuss sealed bids for excess property. J. Artrip seconds the motion.**

NO BIDS WERE RECEIVED. Discussion was held as to possible alternative actions to take on getting items sold.

- B. Discussion & Possible Action re: Approving Resolution 2014-10-30 setting base salary rates for volunteer administrative personnel for the purpose of workman's compensation computation. **J. Artrip motions to discuss salary rates for volunteer administrative personnel for the purpose of workman's compensation (WC) computation B. Davis seconds the motion.**

There was some confusion as to the purpose for the computation. It had to be voted on because we now have a VOLUNTEER ADMIN POSITION that we've not had in the past. B Davis and J. Coslett-Muirhead suggest that we have the Admin Position have timesheets to keep track of hours to ensure the \$500 would match to the hours.

E. Caldwell advises that we would have to pay WC whether she works 1 hour a month or 100.

E. Caldwell did the annual workman's comp audit two weeks prior and was told that \$450-\$500 would work just fine.

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Without further discussion, D. Kenson motions to approve Resolution 2014-10-30 setting base salary rates for volunteer administrative personnel for the purpose of workman's compensation computation at \$500/month/member. J. Artrip seconds

Vote conducted. **MOTIONED CARRIED.**
AYES: Kenson, Artrip, Coslett-Muirhead,
NAYS: None
ABSTAIN: Davis.


Public Comment: B. Cothorn (address provided) Q: unsure why there is WC on a volunteer. Doesn't WC pay a salary when you are out? Answer: They pay Medical bills. - Q: Don't you have regular Accident coverage? Answer: Liability does not cover when you're working in the facility - The Admin is considered as an employee. J. Coslett-Muirhead explains how liability works different than Work Comp

Unfinished Business: NONE

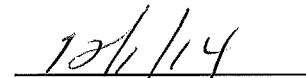
ADJOURNMENT

The meeting adjourned at 6:45 P.M. (J. Artrip /D. Kenson)

NEXT SCHEDULED BOARD MEETING
Thursday November 20th, 2014
Regular Board Meeting



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.

The Fire District Administrative Office is accessible to the handicapped. In compliance with the Americans with Disabilities Act (ADA), those with special needs, such as large-type face point or other reasonable accommodations may request these through the Fire District of Black Canyon City Administrative Offices (623-374-5512) at least twenty-four hours before the meeting.

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