

MEETING MINUTES OF THE GREER FIRE DISTRICT

BOARD OF DIRECTORS

Meeting Time/Date: 1900 Hours, 18 January 2012

Meeting Location: Greer Fire District Station 2, 38974 SR 373

I.) CALL TO ORDER

Dan Leeds called the meeting to order at 1902 hours.

II.) ROLL CALL OF FIRE BOARD MEMBERS

Attendees: Leeds, Smith, Diepstraten, Combs, Jan Gabby, Chief Wade and R.J. Carnwright

III.) APPROVAL OF MINUTES (Board meeting of 15 December 2011)

Chief Sluiter's name is to be added to (D) Committee Reports. Motion to accept minutes as corrected by Smith, seconded by Diepstraten. Unanimous approval.

IV.) SCHEDULED PUBLIC APPEARANCES:

There were no scheduled public appearances.

- Website report – Chief met with Don Stier of Maplegate Technologies, Show Low, who hosts our website now. Chief described how agendas, minutes, budget, burn permits, prescribed burns and fuels reduction grants will be presented. Lee said we have met what the legislature requires and that will cost us about \$50.

There was discussion of the need for secured PDF files.

Chief emphasized that the most important issue now is getting our public records online.

- Auxiliary Report - Jan reported that she thought the auxiliary performed well at the dinner. She is hopeful that we will be able to do it again next Christmas.

Dan asked if anyone is aware of any local citizens needing assistance. Discussion followed regarding several citizens who may need assistance.

- Annual audit report – Annual audit was received 29 December 2011. It has been mailed to the County Treasurer and clerk. There are four copies here for people to look at. We need to send copies to the State Fire Marshall and the State Library and Archives.

Lee said the Audit Report should also be on the website. It is not required by the State yet but in the interest of full disclosure and transparency it should be.

V.) CALL TO THE PUBLIC: No members of the public were present.

VI.) REPORTS AND CORRESPONDENCE

A.) Chief's Report

- There were twenty-one call outs for the month of December which included– 16 EMS, 2 MVA and 3 welfare or public assistance checks. Total calls for the year was 92. North Pole Express related percentage was large, perhaps 50% in December.
- All equipment is working good. The changes in call signs for vehicles have gone into effect. They have been lettered. The bill was \$265 for seven vehicles or approximately \$38 per truck. The battery on 52 has been repaired. Snowmobiles are tested and good.
- Personnel – Matt is back from the Valley and back on his Friday – Sunday schedule. He will remain in his paramedic class on Tuesday and Wednesday until May of this year.
- Chief is still waiting on direct deposit slips on Sam, Daniel and Brian. Once he gets those he can cut checks for December payroll.
- Chiefs Wade and Sluiter attended the AFDA conference in Laughlin last week. Chief reported that there were excellent sessions. One thing he learned was that regardless of how much insurance your District carries you should have your own O & E insurance. Discussion followed regarding liability exposure of Staff and Board members. Visits with our vendors were productive. Chief picked up eighteen hand tools at reduced price and won an \$800 telescoping light for \$40 in a raffle. Chief described a \$500 pediatric bag he acquired for \$150 which is now on 1740.

Chief recommends that board members attend the July meeting in Tucson if at all possible.

- The phone system in the station has been upgraded.
- Fuel reductions for the 4th quarter came in at approximately \$11,700. Chief explained in detail the grant matching formulas. For example, the landowners match is so great it exceeds the 10%. If we can show \$30,000 in matching from landowners we have met our obligation to this grant and everything else in the future is 100% reimbursement which will allow us to build the kiosk, which is in the grant, or whatever else we decide to do. The grant expires December 2015

so it is imperative that we spend the money prior to expiration. We may want to include areas such as Greens Peak Hideaway.

Wallow Fire victims need to know that burned tree removal is fuel reduction.

- Light bulb replaced in rescue truck at \$57.
- Map in training room framed by Jerry DeVerse. \$275 value discounted to \$200 by Jerry.
- We still have not found suitable seals for the doors.
- Turnout racks are welded up and ready for melamine. Thirteen sections are available. We need ten at present. Dan suggested we donate the old racks to Nutrioso. Eventually we may put drawers at the bottom.
- Rachael's wedding is scheduled for March 3rd. She will be escorted to the Community Center in 1741.

B.) Chairman's Report

- Dan asked the letter supporting S.A.F.E. be prepared a.s.a.p. Bob will have it ready for his signature this week.

Dan read an article from the State Forester predicting extreme fire danger for the State in 2012.

C.) Treasurer's Report

- We are at 55% of the year. Budget adjustments have already been made in the report as presented. A new category is Special Revenue. We paid for the audit (10-6060). Looking at the utilities - electric is where it should be (ETS working) and propane is down.

Chief reviewed new truck numbers.

Bank Balances

Auxiliary	\$ 103,702	as of 12/30/2011
GFD Pension Fund	\$ 1,703	as of 01/05/2012
Bellinger Spring	\$ 1,381	as of 01/05/2012
Apache County	\$ 238,618	as of 01/03/2012

Dan moved that we accept the report. Second by Ted. Unanimous approval.

D.) Committee Reports –NONE

E.) Correspondence Received:

- Dan read a letter of appreciation from Chris and Tom Kirk thanking the GFD for helping in turning off the water and preventing damage to their home. A \$100 donation was enclosed.

VII.) DISCUSSION AND POSSIBLE ACTION CALENDAR

A.) Personnel Issues—Chief Wade - None

B.) Volunteer/Hiring - None

C.) Auxiliary Activities - none

D.) Standard Operating and Administrative Procedures

- Chief is still working on S.O.P. for pay scale. Chief explained S.O.P.'s 057, 058 and 059. They were signed by Board members. Chief said an LPN will be coming to take baseline vitals for all firemen. Chief said everyone is very appreciative of the raise.

E.) National Bank accounts for GFD general fund and signatures for each

- Lee described the new account setup. When they are set up each Board member will have to go into the bank and sign the accounts.

F.) 2010 – 2011 Audit – Lee Smith: None – done under IV.

G.) Bumper / Winch - Motion to table – Dan, second Smith, unanimous

H.) Storage Container Box - Motion to table – Smith, second Combs, unanimous

I.) Revised Budget 2011 – 2012

- Chief presented and explained the revised budget. Discussion followed, particularly in regard to the legislative requirements regarding carry-over. Chief's goal in budgeting is to have a budget forecast to 2015 so we know approximately what we have to carry over each year to continue our growth. Motion to adopt revised budget, Smith, second – Ted, unanimous.

J.) Training Room Roof

- Discussion of putting a new metal roof on the training room to prevent leakage which would destroy our recent interior improvements. Consensus was that a gable roof running east-west might be the best option.

VIII.) BOARD MEMBER COMMENTS

Lee suggested Wednesday, February 22, 2012 for the next meeting.

IX.) ADJOURNMENT

Adjournment occurred at 2159 hours.

By: _____

Robert L Combs

Clerk of the Board

Board Members:

Dan Leeds, Chairman _____

Ted Diepstraten _____

Dave Page _____

Bob Combs _____

Lee Smith _____