

MEETING MINUTES OF THE GREER FIRE DISTRICT

BOARD OF DIRECTORS

Meeting Time/Date: 1900 Hours, 20 June 2012

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

I.) CALL TO ORDER

Dan Leeds called the meeting to order at 1900 hours. Dan thanked the team for their recent efforts. Dan announced that Auxiliary member Jane Shupak had suffered a death in her family.

II.) ROLL CALL OF FIRE BOARD MEMBERS

Attendees: Leeds, Page, Diepstraten, Smith, Combs, Chief Wade, Lt. Struble, Larry Vickers, Jan Gabby

III.) APPROVAL OF MINUTES (Board meeting of 16 May 2012)

Smith moved acceptance of minutes of 16 May 2012. Second by Diepstraten. Unanimous approval.

IV.) SCHEDULED PUBLIC APPEARANCES: None

Website report – Chief Wade

Updated employees – Steve and Terrell are on employee section. Auxiliary updated with Michelle Sluiter added. No pancake flyer but pancake breakfast is mentioned. The minutes and agenda are up-to-date and the budgets for 2012 and 2013 are all on the website. The only thing missing is the minutes from September 2011. Bob gave Lee the hardcopy from his records for him to scan. Chief, Ted and Lee discussed possibility of formatting minutes better to fit website. Dan inquired as to Don Stier's rate. Chief said \$75/yr. is roughly what it runs. If he comes for specific changes it runs about \$35/hr.

Auxiliary Report –Jan Gabby

Effective July 8 two members are resigning – Carole Combs and Ginny Smith. Potential new members are Michelle Sluiter and Harriet Barker.

Pancake breakfast setup can't start until 7:00 Friday night. There was discussion of various details regarding breakfast. Chief asked to move the electronic sign action item up while Jan is here. Discussion followed. Lee moved we approve using donation from public activities towards mobile electronic sign for emergencies and other functions. Second by Page. Unanimous consent. Bob asked what the public should be told regarding the question of what their donations go towards. Discussion followed. The consensus was that they go for all Fire District community needs outside of tax receipts.

There was discussion of food quantity needs for Greer Days. Ted will try to get last year's quantities from the distributor. Jan needs more coffee carafes. She said the breakfast will run from 7 – 10 AM

Annual Audit Report - Lee Smith

Rye has started working on the management letter. We are rounding up minutes and bank statement.

V.) CALL TO THE PUBLIC: None present

VI.) REPORTS AND CORRESPONDENCE

A.) Chief's Report

Chief announced the death of Chuck Corey, Board Member of the Alpine Fire District. Services will be this Saturday. Board will send flowers. Dan said Chuck's fellow Board Member, David Lim, also died. Dan asked whether auxiliary funds could be used for flowers. Lee said yes.

For May we had 13 callouts; 8 fire calls, 3 EMS and 2 refusals.

1730 command is in service. Chief described its new equipment. The Tahoe, now 1732, is in service but all the equipment not on it yet. Lt. Struble said the medical equipment is installed.

Discussion of 1740's bumper: it is on but not the right one. Dave is working on the problem but with little success with the vendor. He will keep trying. 1746 has a damaged sway bar and drive link which happened on a fire. Repair will cost around \$300-\$500.

Chief Sluiter and Captain Carnright are working on the training schedule.

First Quarter 2012 Grant reimbursements came in for \$5010.90. Chief thinks 2nd quarter will be large as it will include burned out trees on individual properties. He has about 17 homeowners he is working on for refunds. (Same as grant specs.)

We are still in Stage II fire restrictions. West side of Greer is closed as of today. Restriction runs from the 112 Road to 273 and back to the east to Greer.

Larry and Terrell are on 24 hour shifts now as of June 1.

Roof Project: Cheyenne was selected (\$19,810) as low bidder and will start next week.

Change Orders, if necessary, will be in writing.

Chief described the County fuels reduction program in Greer which is under way. Lee mentioned the "White Act" which applies to damage to private property caused by FS negligence. Chief said basically they will be doing from Wiltbank Ave. all the way to Crosby Acres except where Spotted Owl is involved. Bob asked what kind of interface there was between the County and the Forest Service. It is a co-op but funds are Federal (\$550/AC). It is low but County is using prisoners and other cost saving methods.

June 28-30 Chief will be at AFTA conference in Tucson. A major issue at the conference has to do with new legislation providing that property assessments not going up more than 5% per year. AFTA will be asking Fire Districts to oppose this. Discussion followed. Chief will report after the meeting.

Chief will be on vacation July 12-23. Dave asked for schedule for Chief. Chief said if he is not on ambulance he is up here. Dave said if someone calls he needs to be able to tell them where Chief is. Bob asked for an updated roster. Lee talked about Captain Carnright diffusing a possible volatile situation at Hoyer Campground with an irate camper refusing to put out a fire. Bob asked about fires inside homes (wood stoves or fireplaces). Chief says FS interpretation is yes with an approved spark arrestor.

B.) Chairman's Report

Dan talked about the terrorism threat to western forests by al-Qaeda. We always protect the point of origin but we have to be aware of other possible clues as well.

Dan asked Chief if there was any additional information on the Arviso situation as it affects our district. It is thought that our district liability might be \$3,000 to \$5,000 as compared to some school districts on the reservation in the millions.

C.) Treasurer's Report

We are at 97% of the year. Lee pointed out that 10-4000 (\$1269.40) is actually property tax and has been reclassified. Chief said 10-4090 (\$12,865.10) is about one-half snow reimbursement and one-half reimbursement from Auxiliary for training room. Bob asked about 10-6060. Lee said it reflects a late law firm bill from 2010 for the over-ride election. Dan asked where the \$20,000 for the roof is coming from and Chief said Special Revenue.

Lee explained 10-7022 as F-500 foam, bumper, and overload springs.

Chief said that the 18 properties burned out will probably not be paying taxes this year.

Fund balances were included in the report.

Lee pointed out what kinds of things the Board is charged to look at to prevent the instances of fraud which have occurred even very close by. He also explained that we need to write a check to zero balance the 10-1010 fund before the end of the FY to ensure we are not penalized next FY for having money in the account. Motion by Dan, second by Page to approve Treasurer's Report. Unanimous.

Account balances 06/01/2012

General Fund:

10-1010 Apache County Treasurer	\$ 37,679.94
10-1015 Payroll National Bank of AZ	\$ 32,337.62
10-1020 Special Revenue National Bank of AZ	\$140,405.94
10-1025 Capital National Bank of AZ	<u>\$ 20,016.78</u>

General Fund Total. \$230,439.70

Greer Fire District Auxiliary \$ 7,373.89

Greer Fire District Pension \$14,962.90

D.) Committee Reports

Lee said the Trailrider’s meeting has broken up for lack of attendance. He will attend one more next month to see.

E.) Correspondence

Dan received a letter from the State Treasurer with the fire insurance tax payment for CY2011 of \$6,879.25. He deposited it in the pension fund. It is distributed to each fire district in proportion to the FCV of each district.

Also we received a letter from the State Comp Fund with our policy for the new year (July 1, 2012-June 30, 2013).

Estimated premium is \$21,504. Dan said any contractor we have, like Cheyenne, needs to show their own certificate of insurance.

Chief mentioned a letter from Bob and Carole Combs thanking R.J. and Larry for a tour of the fire station.

VII.) DISCUSSION AND POSSIBLE ACTION CALENDAR

A.) Personnel Issues –Chief Wade

As of June 12, 2012 Brian Struble was terminated from GFD.

Compensation – We budgeted a raise for Terrell and Larry as of July 1, 2012. It will go from \$10.91 to \$11.41. R.J. and Chris received budgeted raises on June 1. Chief and Chief Sluiter have budgeted raises effective July 1.

Shift Coverage – Right now shift coverage will continue as is. There is some discussion between the Captain and the shift personnel of going to a 48/96.

Chief’s position – Dave discussed his preference for having a full-time chief in the department. He said currently things seem to be working well but in the past the lack of full-time supervision was very detrimental to the department.

B.) Volunteer/Hiring -None

C.) Standard Operating and Administrative Procedures

Chief talked to Ben Owens from AFTA. He says it is the Chief’s responsibility to determine and document as operational issues exist. The Board responsibility is to set and approve district policy. Chief read the entire letter from Ben Owens. Dan said that “the policy of this Board from the beginning has been to run a safe, effective emergency services organization that operates with the least cost to the taxpayer and the greatest benefit to the recipients”. Chief said his goal is to go through all the S.O.P.’s and S.A.P.’s and have up-to-date copies for the board members by the August meeting.

Dan asked if next regular board meeting could be July 25. That was agreeable to all.

D.) Call for Action for November 2012 General Election GFD Officers.

Dan gave Lee and Ted packets re: election. He reviewed the packets, signature requirements on petitions, dates, etc. Bob moved approval of the slate of candidates to GFD Board for the 2012 election. Second by Ted. Unanimous.

E.) Rescue Boat

Dan reviewed why he thought we needed a trailer for the boat rather than hauling it on the truck. Lt. Struble went over his conversations with Mr. Treadwell who has a 14 foot V-bottom boat he might sell or donate to the GFD. It has a cover and trailer but no motor. Motion to table by Smith. Second by Combs. Unanimous.

VIII.) BOARD MEMBER COMMENTS

Smith – The administration computer in the office should be off limits to kids. Ted said a password on the computer would be a good idea.

IX.) ADJOURNMENT

Adjournment occurred at 2210 hours.

By: _____

Bob Combs, Clerk of the Board

Board Members:

Dan Leeds, Chairman _____

Ted Diepstraten _____ Dave Page _____

Bob Combs _____ Lee Smith _____