

Clay Springs – Pinedale

Volunteer Fire District

P.O. Box 1267

Pinedale, Arizona 85934

Final Minutes of the

Governing Board Meeting

January 21, 2016, 7:00 pm. at the Pinedale Station

- 1.) **Call to Order:** at 7pm by Bob Quackenbush, whom also conducted the meeting
- 2.) **Pledge of Allegiance/Invocation** by Robert Garvin
- 3.) **Roll Call;** Bob Quackenbush, Mike Neil, Richard Stapley, Debbra Perkins.
Chief Bob Garvin, Chief Del Etter, and Renee' Garvin also in attendance as guests.
- 4.) **Approval of Minutes:** December 17, 2015, Mike Neil motioned to accept minutes; Richard Stapley seconded; motion passed, 4-0
- 5.) **Monthly Financial Report.** Action/Discussion (A/D) on District Finances by Del Etter. Motion to accept finance report; Mike Neil motioned to accept Monthly Financial Report with updates (minor changes only) applied recently by Del Etter; Debbra Perkins seconded; motion passed 4-0
- 6.) **Old Business:**
 - a.) A/D Re: Letter from water company needed regarding maintenance of Fire Hydrants Tabled until next meeting – Mike Neil will gather updates from the District Water Board and report back at that time.
 - b.) A/D Re: Placing the District Verizon phone in the name of the department and out of the Chief' name. Line item deleted, no further action was deemed necessary. Motion accepted by Mike Neil; Debbra Perkins seconded the motion; motion passed 4-0.
 - c.) A/D Re: Continued discussions to accept Del Etter' back to assist us with District Administrative functions; motion to accept Del Etter back with a title of "Administrative Assistant Chief"; motion accepted by Debbra Perkins; Mike Neil seconded the motion; motion passed 4-0.
- 1.) **New Business**
 - a.) (A/D) Monitors –detailed discussions and further research has led us to a favorable alternative to procuring (2) monitors and funding will come from 2016 budget.

- b.) (A/D) Five Year Plan – Chief presented a favorable option to obtain 15 air tanks (fully licensed and warranted for 14 years). Due to the savings generated by this offer, we will purchase all 15 tanks out of the 2016 budget, verses procuring (5) in 2016; (5) in 2017; and (5) in 2018 as was noted in our financials. Motion accepted by Debbra Perkins; Mike Neil seconded the motion; motion passed 4-0.
- c.) (A/D) New Hiring Procedure – new procedure adopted and in “By-Laws”. Motion accepted by Debbra Perkins; Mike Neil seconded the motion; motion passed 4-0.
- d.) (A/D) New Tender – 2016 Tender Truck to be purchased out of 2016 budget. An exceptional proposition was recently offered for the District to procure a much needed asset to our fire-fighting expectations. Approved to NOT exceed \$90k. Motion accepted by Debbra Perkins; Mike Neil seconded the motion; motion passed 4-0.
- e.) (A/D) Hiring of a “Clerk” to assist Board with fire station clerical duties as assigned. 3 applications have been received as of this date. The Board’ intention is to review, interview and hire when terms have been established. Hold further discussions and decisions for next board meeting.
- f.) (A/D) Nepotism – this was fully addressed at the (yearly) AFDA 2016 Conference. After further discussion and research since our attendance, it has been determined that we are in full compliance with Arizona State Statutes and Laws at his point in time. We feel we need further input and discussion at next board meeting to ratify.
- g.) (A/D) 5 Year Plan – Adopt and revise with minor changes to “5 Year Plan”, to conform to the changes noted in “New Business – “option b.” above. Motion accepted by Mike Neil; Debbra Perkins seconded the motion; motion passed 4-0.
- 1.) **Chief’ Report** – (see attached)
- 2.) **Summary of Current Events, News and Correspondence** - presented by all members of the board. Discussions were in general and brief at this meeting. Nothing to report.
- 10) **Conference report from those that attended the AFDA 2016 Conference.** Major discussions revolved around “learning’s” that were acquired during our mandatory AFDA 2016 correspondence, and possible “Best Practices” that we may be able to implement in the future within our department and district.
- 11) **Time and Date of next meeting** – noted and accepted to resume at 7pm, on February 18, 2016.
- 12) **Adjournment at appx. 9:30pm.**

2016

On Sunday, January 24,

By: R. Stapley

