

MEETING MINUTES OF THE GREER FIRE DISTRICT BOARD OF DIRECTORS -- DRAFT

Meeting Time/Date: 0900 Hours

27 January 2016

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

I. CALL TO ORDER

Lee Smith, chairman of the board, called the meeting to order at 0903 hours.

II. ROLL CALL OF FIRE BOARD MEMBERS

Attendees: Lee Smith, Ted Diepstraten, Peter Pegnam and Jim Wright. Jimmy Emerson absent. Also present GFD Lieutenant Chris Struble. Chief Mark Wade present by teleconference.

III. SCHEDULED PUBLIC APPEARANCES

- Auxiliary Report: Chief Wade discussed upcoming 2016 Open House.
- Website Report: Chief Wade reported that the site is up to date. Details of the new ISO Fire Rating report will be added. Chief said he first had to get clarification from ISO concerning the District's rating. It appears that some areas of the Greer Fire District have a 7 rating but others have a 10 rating, based on distance from a credible water source.
- Annual Audit: The Greer Fire District's auditor's report from Saunders Company was presented to Board members for review.

IV. CALL TO THE PUBLIC

None present.

V. CONSENT AGENDA

A.) Minutes: The Board reviewed.

B.) Chief's Report: A copy is attached and made a part of these minutes. Chief Wade said he is attempting to get information on the thinning project on private land along Highway 373 north of Squirrel Spring.

C.) Chairman's Report: Lee reported he had signed the cell tower lease received from Verizon. Jim Wright reported on his attendance at the recent AFDA conference in Laughlin, Nev.

D.) Financial Report: The Board reviewed. Lee reported on changes to the documentation that will be present when board members are called in to sign district checks.

Account Balances 1/01/2016

General Fund

10-1010 Apache County Treasurer -----	\$195,071.61
10-1015 Payroll National Bank of Arizona -----	\$3,780.79
10-1020 Special Revenue National Bank of Arizona -----	\$32,814.68
General Fund Total -----	<u>\$231,667.08</u>

Greer Fire District Auxiliary -----	\$9,014.75
Greer Fire District Pension -----	\$16,822.19
Bellinger Springs Water Users -----	\$2,033.55

E.) Committee reports: None.

F.) Correspondence: ISO letter and auditor letter discussed previously under Agenda item III.

Motion by Jim and second by Ted to approve the consent agenda. Approved 4-0.

VI. DISCUSSION AND POSSIBLE ACTION CALENDAR

A.) Personnel Issues: Chief Wade reported on a letter of reprimand for a District employee. Also, attendance remains good now that regular training sessions have been moved from an evening to morning schedule. Also, that the District had double coverage on hand during the Christmas/New Year holidays.

Board member Jim Wright reported that he had been contacted by a district employee dissatisfied with the handling of a complaint. Jim asked about the process for getting a resolution of such a problem.

Chief Wade responded that if an issue is not resolved at the officer level, the employee has the right to go to the Board.

Chairman Lee Smith said the Board, upon receiving a written complaint along with proper documentation from the employee, could meet in executive session, if warranted, to discuss and act as mediator. Rather than waiting for next month's regular meeting, Lee said a special meeting could be called after being properly advertised.

B.) Hiring Candidates: None.

C.) Auxiliary Activities: Covered previously under III.

D.) Standard Operating and Administrative Procedures: No updates.

E.) Privacy fence. Specs will be worked on prior to advertising for bids.

F.) Verizon tower: Discussion. Lee, as discussed previously under Chairman's Report, said the signed lease agreement contained the changes approved by the Board at the November

2015 meeting.

G.) Budget reallocation. Chief Wade said he wanted to move \$6,948.20 from Budget item 10-6540 to 10-7022 to purchase 300 gallons of foam. The funds come from \$8,850 that was over-budgeted for rescue truck debt service. Ted moved that the fund transfer be approved. Peter seconded. Approved 4-0.

VII. BOARD MEMBER COMMENTS

The next regular Board meeting was set for 0900 hours Feb 28 at station 2.

Ted reported that he had been contacted by the Forest Service Ranger concerning the possible demolition of the amphitheater at Hoyer campground.

VIII. Meeting Adjourned at 1104.

By _____
Peter Pegnam, Clerk

Board members:

Lee Smith, Chairman _____

Ted Diepstraten _____

Jim Wright _____

Jimmy Emerson _____

Peter Pegnam _____