

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

Meeting Time/Date: 0900 Hours 25 July 2018

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 0904 hours.

II. ROLL CALL OF FIRE BOARD MEMBERS

Attendees: Smith, Peter Pegnam, Ted Diepstraten, Jimmy Emerson and Jim Wright. Also present Fire Chief Mark Wade, Firefighters Mike Meacham and Jacob Orona.

III. SCHEDULED PUBLIC APPEARANCES

- Auxiliary Report: No report.
- Website Report: Chief Wade reported it's up and running.
- Annual Audit Report: Chief said the auditors are scheduled to be here

August 20 and 21.

IV. CALL TO THE PUBLIC

Greer property owner Daniel Leeds addressed the Board concerning what he described as his unlawful termination as Reserve Fire Captain with the Greer Fire District. He described stopping by the Fire Station in June with money that had been raised for the scholarship named in honor of his late father when he discovered his gear had been reassigned, his name removed and his personal stuff missing.

Daniel said he is aware he has not had the time to participate much and was told at the station that they had needed his gear. He said if the situation had been discussed with him he could have been put on inactive. He said he had given 25 years of service to the District and had taken vacation time from work on occasion to work fires.

Daniel told the Board there were far-reaching implications concerning federal law and terminations and he intended to be the last one for this to happen to. He told the Board it needed protocol for this type of situation when the status of an employee is changed. He described his change as malicious intent.

He also addressed the Board about the recent Forest Service prescribed burn on Northwoods Road. He said the Fire District should have informed the Forest Service that we had not received enough rain yet to do a burn. The fire got out of the piles of wood being burned and got into grasses and trees. The Greer Fire Department was called out to assist. The fire was kept within the prescribed burn area.

The Forest Service just got lucky, Daniel said. It could have been worse, he added.

Following Daniel's remarks, Chief Wade said there were Standard Operating Procedures covering what happened to Daniel and they were not followed and he accepted responsibility. He explained that his equipment had been needed and that his personal belongings were supposed to have been set aside. He was not sure where they were.

Board member Jim Wright asked Daniel if he would be willing to respond if there was a crisis and he was called upon. Daniel said he would.

Chairman Smith described the Chief's move as an operational decision that did not need Board action but it was further determined to address this in an Executive Session.

Members of the Board apologized to Daniel for what happened.

Concerning the prescribed burn, it was learned that the Forest Service notified the Greer Fire District the previous evening that it was doing the burn at 8 o'clock the next morning.

The Board entered an Executive Session at 9:25 to discuss the termination of Daniel Leeds. The Executive Session ended at 9:59

Lee Smith asked Chief Wade to explain the applicable Standard Operating Procedure. Chief Wade said if it was a disciplinary matter it would involve three steps: Verbal warning, written warning, termination. Chief explained that this was not a disciplinary situation but that Daniel had not attended training sessions for two-and-a-half years. But he said it was his fault that Daniel had not been notified. He said there was no disrespect intended and that there were no personal issue between the two.

Chairman Smith asked the Board if it needed to go back into Executive Session.

Smith said that the Chief was being given a verbal reprimand for not following standard operating procedures. He explained that all personnel are considered employees, even volunteers.

The Board met in a second Executive Session at 10:05 The session ended at 10:18

Chief Wade said he had let Daniel know that the district would continue to use his services. The Board informed the Chief to meet with Daniel and explain to him that he was being placed on inactive status.

V. CONSENT AGENDA

A.) Minutes: The Board reviewed minutes for last month's meeting.

B.) Chief's Report: A copy is attached and made a part of these minutes. The Board reviewed and discussed. Chief said there was one more spot for a reserve firefighter. It was discussed that the District's digital rain gauge may be malfunctioning and under-reporting rainfall totals. Chief also said that call to elections had been published in the newspaper and had been posted around town. The two positions held by Wright and Pegnam are up for election.

C.) Chairman's Report: None.

D.) Financial Report: The Board reviewed and discussed reports for Fiscal year 17-18 and 18-19.

Account Balances 07/01/2018

General Fund

| | |
|--|----------------------------|
| 10-1010 Apache County Treasurer ----- | \$2,514.71 |
| 10-1015 Payroll National Bank of Arizona ----- | \$6,339.07 |
| 10-1020 Special Revenue National Bank of Arizona ----- | \$245,102.70 |
| General Fund Total ----- | <u>\$253,956.48</u> |

Greer Fire District Auxiliary ----- \$7,018.36

Greer Fire District Pension -----\$47,830.52
Bellinger Springs Water Users -----\$2,375.55

[Jimmy Emerson had to leave the meeting at this point.]

E.) Committee reports: Chief Wade reported on the recent Pension Board meeting. There are 14 members eligible for pensions this year. It was voted to keep the disbursement as it is. Board members consist now of Mike Meacham, Steve Vickers, Chris Struble, Jacob Orona, Chief Wade, Ted Diepstraten, Board representative, and Mike Barker, public-at-large member.

F.) Correspondence: None.

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

VI. DISCUSSION AND POSSIBLE ACTION CALENDAR

A.) Personnel Issues: More detailed reporting discussed.

B.) Hiring Candidates: None.

C.) Auxiliary Activities: The Pancake Breakfast brought in \$2,596.25. Also, \$570 in raffle tickets were sold at the event.

D.) Standard Operating and Administrative Procedures: Updates being worked on.

E.) Privacy fence: Work is done.

F.) Verizon tower: Nothing new.

G.) 1752 Repairs. Air line replacement. Jim moved that \$5,000 be transferred from carryover to a budget line item for the necessary repairs. Ted seconded. Approved 4-0.

VII. BOARD MEMBER COMMENTS: Next regular meeting set for August 22. The recent prescribed burn along the Northwoods Road was discussed further.

VIII. ADJOURNMENT: Meeting adjourned at 1121.

By _____
Peter Pegnam, Clerk

Board members:

Lee Smith, Chairman _____

Ted Diepstraten _____

Jim Wright _____

Jimmy Emerson _____

Peter Pegnam _____