

CENTRAL YAVAPAI FIRE DISTRICT  
FIRE BOARD  
REGULAR SESSION

July 29, 2015

MINUTES

**1. CALL TO ORDER / ROLL CALL OF BOARD MEMBERS**

Board Chairman Rutherford called the Fire Board meeting to order on Wednesday, July 29, 2015 at 3:00 p.m. at the Central Yavapai Fire District Regional Training Academy, 9601 E. Valley Road Prescott Valley, Arizona.

Members Present: Board Chairman Steve Rutherford, Board Members ViciLee Jacobs, Darlene Packard, and Tom Steele

Members Absent: Board Clerk Bob Page

Staff: Fire Chief Scott Freitag, Assistant Chief of Administration Dave Tharp, Administrative/IT Assistant Laura Mowrer

Others in Attendance: Attorney Nick Cornelius

**2. PLEDGE OF ALLEGIANCE**

Chairman Rutherford led the recitation of the Pledge of Allegiance

**3. PRESENTATION**

A. Prescott Valley Town Council Report

Prescott Valley Town Council Member Stephen Marshall presented information related to Town building permits that were issued in June.

**4. CALL TO THE PUBLIC**

Those wishing to address the Central Yavapai Fire District Board need not request permission in advance. The Fire District Board is not permitted to discuss or take action on any item raised in the Call to the Public due to restrictions of the Open Meeting Law; however, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct the staff to review the matter or the matter be placed on a future agenda.

No comments.

## 5. CONSENT AGENDA

All matters listed under Consent Agenda are considered to be routine by the Central Yavapai Fire District Board and will be enacted by one motion. There will be no separate discussion on these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately for discussion and possible action.

- A. Approve June 16, 2015 Regular Session Minutes
- B. Approve June 16, 2015 Executive Session Minutes
- C. Approve General Fund Financial Statements
- D. Approve Bond Debt Service Financial Statements
- E. Approve Fire Protection Agreement - Cunningham

Board Member Steele made a motion to approve the consent agenda. Board Member Jacobs seconded the motion. MOTION CARRIED

AYES: Rutherford, Jacobs, Packard, Steele  
NAYS: None

## 6. REPORTS AND CORRESPONDENCE

### A. Letters from the Public

Chairman Rutherford talked about the letter that had been received related to the Fire Ops 101 Class, and he hopes there will be another class in the future.

### B. Monthly Division Reports-Report from the Fire Chief and staff in regard to current activities of the Fire District and the status and progress relating thereto

Chief Freitag stated that he has been spending time educating both internal and external customers regarding the fire authority options. CYRTA hosted an accreditation class with students from as far away as Canada. This also helps the local economy as the students need some place to stay and eat. Chief Freitag requested that the Prescott Valley Chamber of Commerce to provide bags with community information so that attendees could patronize local businesses. He also attended the first Arizona accreditation consortium meeting. Part of the meeting focused on data collection and the needs for accreditation.

Chief Freitag explained that the District has finished paying the capital costs for the Prescott Regional Communications Center building and now these funds can be used for the new CAD system.

Chief Tharp thanked Board Members Jacobs, Steele, and Page for attending the recent AFDA conference and completing the statutory requirements for Board

Members. He explained that the audit field visits for both Districts are scheduled for the week of September 28 as all the financial records are in one location. Finally, Chief Tharp mentioned that we are still researching records archiving software and hope to have a proposal available within the next few months. This system will assist with the District's records retention requirements with the scanned documents being searchable and will create greater efficiency in Administration.

Chairman Rutherford mentioned that the Arizona fire district maximum tax rate is \$3.25 and currently about 40% of the districts are at \$3.00 or higher. It is predicted that 60% will be near \$3.00 in one to two years. This is a result of Prop 117 and the loss of assessed valuation that the state has experienced.

Chief Bliss stated they are testing for a mechanic due to an upcoming retirement.

Chief Cordes mentioned that Chief Feddema was recently promoted to Training Chief as Chief Cordes will be retiring soon.

## **7. OLD BUSINESS**

### **A. Discussion Regarding Local Public Safety Personnel Retirement System (PSPRS) Board**

Attorney Cornelius explained that a letter was sent to the PSPRS local membership Board requesting volunteers to serve on the Local PSPRS Board. The deadline for those responses is August 13, 2015. Chief Tharp mentioned that there will also be an advertisement placed in the Daily Courier to solicit two residents to serve on the Local PSPRS Board.

## **8. NEW BUSINESS**

### **A. Approve Purchase of Two Lifepak 15 Heart Monitors**

Captain Niemynski and Chief Polacek stated that this purchase is part of the capital replacement schedule and the vendor will be providing a \$10,000 credit for the old Lifepak 12s. The District had pursued a grant; however, the grant was not awarded. The budget amount for the monitors consisted of \$70,000. Chief Polacek asked that the Board approve the single sole provider in order to retain consistency of equipment.

Board Member Packard made a motion approve the purchase of two Lifepak 15 heart monitors in an amount not to exceed \$70,000. Board Member Steele seconded the motion.

**MOTION CARRIED**

AYES: Rutherford, Jacobs, Packard, Steele  
NAYS: None

**10. OLD BUSINESS CONTINUED**

A. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) and Instruction to District Legal Counsel Pursuant to A.R.S. §38-431.03(A)(4) Re: Training Center Drainage

Attorney Cornelius explained that ACE Hardware (one of the parties that we named in our suit in connection to the ACE Hardware drainage matter) has recently filed suit against its contractor and subcontractor in Yavapai County Superior Court. It is Attorney Cornelius' understanding that ACE will not serve that complaint at this time, but will do so in the future.

B. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) and Instruction to District Legal Counsel Pursuant to A.R.S. §38-431.03(A)(4) Re: Yarnell Hill Fire Incident and Legal Claims

Attorney Cornelius mentioned that we are continuing to await the finalization of the settlements and the other outstanding lawsuits pending in State court.

**9. VOTE TO GO INTO EXECUTIVE SESSION**

A. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) and Instruction to District Legal Counsel Pursuant to A.R.S. §38-431.03(A)(4) Re: Training Center Drainage

B. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) and Instruction to District Legal Counsel Pursuant to A.R.S. §38-431.03(A)(4) Re: Yarnell Hill Fire Incident and Legal Claims

Board Member Packard made a motion to go into Executive Session. Board Member Jacobs seconded the motion. MOTION CARRIED

AYES: Rutherford, Jacobs, Packard, Steele  
NAYS: None

Chairman Rutherford adjourned into Executive Session at 3:24 pm.

Board Member Steele made a motion to reconvene into Public Session. Board Member Jacobs seconded the motion. MOTION CARRIED

AYES: Rutherford, Jacobs, Packard, Steele  
NAYS: None

Chairman Rutherford reconvened into Public Session at 3:56 pm

**10. OLD BUSINESS CONTINUED**

A. Discussion and Possible Action Related to Training Center Drainage Issues

No discussion.

B. Discussion and Possible Action Related to the Yarnell Hill Fire Incident and Legal Claims

No discussion.

**11. ADJOURNMENT**

Board Member Packard made a motion to adjourn. Board Member Jacobs seconded the motion. MOTION CARRIED

AYES: Rutherford, Jacobs, Packard, Steele

NAYS: None

Meeting adjourned at 3:56 p.m.

8/13/15  
Date  
  
Bob Page, Board Clerk