

PINE LAKE FIRE DISTRICT BOARD MEETING

MINUTES: 11-25-2013

Board Members: Tom McLarty, Chairman; Jack Graham; Ron Kutil, Board Clerk; Tom Clark, Tom Beller

Call to Order: Meeting called to order at 6:00 PM, Tom McLarty led the Pledge of Allegiance.

Roll Call of Board Members: All present

Approval of Minutes: Motion to approve 10-28-2013 minutes made by Ron Kutil, 2nd by Jack Graham and carried unanimously by the Board.

Financial Reports for October 2013

Beginning Balance	\$106,001.78
Debits	\$15,339.02
Credits	\$29,811.65
Ending Balance	\$120,474.41
Outstanding Checks	\$2750.80

Profit & Loss and Budget vs. Actual reports were submitted to the Board. A motion to approve the financial reports was made by Tom Clark, 2nd by Tom Beller and carried unanimously by the Board.

PLFD CHIEF'S REPORT

Chief Sticka reported that Tony Beacom, PLFD former Fire Chief, passed away unexpectedly. Several suggestions had been made to honor Tony for his 18 years of service. The Mohave County Fire Chief's Association has expressed an interest in participating in any memorial. John Sticka reported that the family has been requested to advise us of their wishes.

Chief John Sticka submitted the monthly report and included documentation of PLFD volunteers training and grant monies received from November 2012 to the present. 895 hours of training were completed by the volunteers and Board members. \$108,925.91 in grant funds were received and noted: \$80,000 Fuel Reduction Grant, \$20,000 from VFA AZ State Forestry for SCBAs, \$7325.91 from 100 Club of AZ for PPE and \$1600 from WACEMS for medical training. John introduced Rich a new member to the volunteer PLFD. He reported that the PLFD has a night time response practice. Tom Beller requested what the grant monies received had been in the past. He was advised that the last grant monies received approximately 5 years ago. His report was accepted by the Board.

OLD BUSINESS

- a. Discussion and approval for maintenance on engine 625. Chief Sticka reported that Jerry Moran had the engine evaluated and two bids for repairs were submitted. Both bids are included in the minutes. Following discussion Tom Clark made a motion to award the bid to Mohave Utility Equip. Corporation 2nd by Jack Graham and carried unanimously by the Board.
- b. Discussion and possible action to approve the sale of the welder, trailer and tank. Board members noted that this equipment was donated to PLFD and no longer used by PLFD. John

Sticka will post the information about the equipment for sale and include dates for accepting and opening the sealed bids. Chairman McLarty determined no motion for this action is required.

- c. Discussion of the \$7,325.91 stipend awarded for 3 sets of PPE gear by the 100 Club of AZ. Chief Sticka reported that 3 new suits, helmets and shoes will be purchased per the guidelines of the 100 Club.
- d. Update on the financial and worker's compensation audits. Chief Sticka reports that no report has been received from the accountant for the annual PLFD review. Contact with the accountant was made and the accountant states the report will be completed by the December 2013 meeting. Chief Sticka also reported on the status of WC coverage for the Board, he stated this will result in extra costs for our WC coverage. The Board decided not to pursue this issue. Chairman McLarty will review this information by the December meeting; the item will placed on the December Agenda.
- e. Discussion of Purchasing Policy and clarification of emergency spending authorization. The previous policy was submitted with changes made at the October meeting. Tom McLarty stated that he had benchmarked other fire department policies, he noted that other departments required Board approval. What constitutes an emergency the Board was discussed and the Board will convene at the time of the emergency request.

NEW BUSINESS

- a. Discussion and possible action to purchase additional 2 sets of PPE at \$5,500. Chief Sticka reported that with the 100 Club of AZ grant 3 sets of are being purchased that 2 additional PPE suits would be needed to replace older gear. Motion to approve the funds to purchase 2 additional PPE suits was made by Tom Clark, 2nd by Ron Kutil and carried unanimously by the Board.
- b. Discussion and possible action on Resolution #0022 for determining WC benefits for regular members of PLFD volunteer fire department. ARS 23-901(6) (d) requires the governing body of the PLFD to determine by resolution the amount of a monthly worker's compensation benefit for a volunteer firefighter. Following discussion, Tom Beller moved to approve the resolution with a \$250.00 per month cap, 2nd by Tom Clark and carried unanimously by the Board.
- c. Report on Fire Wise Assessment Training. Paul Mackesey reported that he attended a two day workshop with classroom and fieldwork. He is now certified as a Fire Wise Assessor, one of the requirements of the fuel reduction grant is that PLFD have a pre and post treatment assessor in the community.
- d. Report on Legislative efforts to eliminate local Fire Districts. Tom McLarty provided each Board member a copy of proposed legislation transferring the assets and decision making abilities of local fire districts to their County Boards of Supervisors.
- e. January AFDA Laughlin Conference. Board Members were previously e-mailed a brochure of the events and were requested to provide the Board Secretary with their interest in attending so that registration fees can be paid in advance. Several members expressed interest in attending. Tom McLarty stated that the conference was very valuable last year for Board members.
- f. Discussion and possible action regarding PLFD policy for outdoor fires even if contained in a fire pit. Chief Sticka discussed the Mohave Country Fire Policy and also presented the Board with a

previous fire ban policy written in 7-2011. Following discussion it was determined that Chief Sticka and Tom Beller will work together to develop a new policy or retain the current one.

CORRESPONDENCE

- a. John Sticka announced that Prescott Fire Department needs an additional shirt for their memorial quilt. He will take responsibility in sending this to them.
- b. John Sticka thanked PLFD for sending flowers to his family for his brother's service. His sister-in-law sent a card of thanks which John read to the Board which included a photo of the flowers sent.
- c. Tom McLarty reported that PLFD had received the \$1600 grant from WACEMS for the PLFD EMR training this summer.
- d. Louise Moran submitted a report on the fundraising activities stating that T-shirt sales have been successful with over \$200.00 received.
- e. December 23, 2013 meeting is scheduled for the Monday before Christmas and all Board members will be able to attend.
- f. Per Tom McLarty a letter of declaration needs to be signed by the Board that money spent by PLFD will be less than \$10,000,000; in addition a new Wells Fargo signature card needs to be signed and forwarded to Wells Fargo in Phoenix

BOARD MEMBER COMMENTS

- a. Ron Kutil suggested the Board consider renaming #2 Fire Station to Beacom Hall in honor of the contributions made by Tony and Dick Beacom to the PLFD community. Multiple suggestions were made and the Board will add this item be placed on the agenda for December.

ADJOURNMENT

Motion to adjourn made by Ron Kutil, 2nd by Jack Graham and carried unanimously by the Board.
Meeting adjourned at 7:15 PM.