



**SUMMIT FIRE & MEDICAL DISTRICT
GOVERNING BOARD
REGULAR SESSION
Wednesday, July 18, 2018
MINUTES**

(Agenda items may have been taken out of order at the discretion of the Board Chairman)

1. CALL TO ORDER

Board Chairman Rick Parker called the Governing Board Meeting to order on Wednesday, July 18, 2018, at 3:01pm, at Station 37, 5500 N Fort Valley Road, Flagstaff Arizona.

2. ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM

Members Present: Board Chairman Rick Parker, Board Clerk Jim Timney, Board Member Jim Daskocil

Members Absent: Board Member Mike Milich, Board Member Jim Newkirk

Administrative: Fire Chief Mark Gaillard, Deputy Chief Jerry Bills, Administrative Officer Chris Gioia, Administrative Assistant Tammy Schieffer

Public: Don Woods, Vic Page, Jeanne Pearsons

3. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA WAS RECITED

4. CALL TO THE PUBLIC There was no response from the public.

5. Review, discuss and possible action of accepting the resignation of retiring board member Jim Newkirk.

Administrative Officer Gioia presented Jim Newkirk submitted his letter of resignation after the June board meeting.

Board Chairman Rick Parker motioned to accept the resignation of retiring board member Jim Newkirk. Board Member Jim Daskocil seconded the motion.

Vote conducted. **MOTION CARRIED**



AYES: Parker, Timney, Dorskocil,
NAYES: None

6. **Review, discuss and possible action on appointing new board member to fill the remaining term of the vacant seat to December 2018. The Board may choose to go into Executive Session per ARS 38-431.3(A)3.**

Administrative Officer Gioia presented after the resignation of Jim Newkirk, I did post the legal notice of the vacancy in the Daily Sun, Facebook, Twitter, and our website. We did have one applicant. That would be Mr. Page (in public).

Board Chairman Parker motioned to close the Regular Board Session and move into Executive Session. Board Clerk Timney seconded the motion.

Vote conducted. **MOTION CARRIED**

Regular Board Session was adjourned at 3:04pm

Board Chairman Parker called the regular board meeting back into session at 3:08pm.

Board Clerk Timney motioned to accept the letter of interest of appointment to the Summit Fire & Medical District Board. Board Chairman Parker seconded the motion.

Vote conducted. **MOTION APPROVED**

AYES: Parker, Timney, Dorskocil,
NAYES: None

Board Clerk Timney presented Oath of Office to Victor Page. Board Member Page joined the board.

7. **CONSENT AGENDA**

- a. Discussion and Approval of the Regular Board Meeting Minutes of June 20, 2018
- b. Approval of Reconciliations and Financial Reports for June, 2018

Administrative Officer Gioia answered any questions from the Board regarding the Regular Board Meeting Minutes of June 20, 2018, and the Reconciliations and Financial Reports for June, 2018. We are at the end of the Fiscal Year \$1.1 going into the new FY. That is with our budget stabilization and Emergency Fund at \$61,000.



There were no corrections or additions. Vote conducted. **MOTION CARRIED.**

AYES: Parker, Timney, Daskocil
NAYES: None
ABSTAINED: Page

8. Current Events Summaries, Reports, and/or Correspondence

a. Monthly Department Updates

Deputy Chief Bills:

- run report for May 2018
- Training: Greater Flagstaff Regional training was triage training with hospital to fill out the triage tags on Tuesday and Thursdays.
- Wildland: We have engine out in CA
- You have an article on a rescue done the day before yesterday. Our guys went out to Grand Falls for a hiker that had fallen into the canyon about 40 ft onto a ledge. The helicopter came from DPS picked up Flag Fire personnel, went over and did a one skid on a rock. That allowed for the guy to prep the patient, put him on a back board, and put him inside the helicopter while it hovered there on one skid. It has gone national.

b. Westside Fire Station Update

Chief Gaillard:

Nothing new to report. The sale is still pending for Station 36. We have been doing some staff preparation with meet with property owners to see about siting a fire station. Recently had the opportunity to talk to other possible vendors that we might present to the board to assist at some point developing a scope, budget, and schedule.

Board Member Daskocil questioned chief if he was able to meet with Wayne Partners. You said last meeting you had it set up.

Chief Gaillard: We met once and got some feedback. They are looking for different ideas how we might configure is something they could consider making a deal with us specifically to land expense.

Board Member Daskocil: If you see a need to benefit the community support, there is a big network out there if we need to send stuff to Wayne Partners or that kind of stuff, we can make that happen.

Chief Gaillard: Right. It may be at some point, also, we have a board member with us as we talk to them.



c. Local 1505 Update

No update

d. Other Items

Fire Chief Gaillard:

- The Conditional Use Permit hearing for Station 37 is scheduled for the 25th.
- The annual audit begins on July 31st to prepare the annual financial report for the board.
There were checks written on bond account for equipment anticipated with the bond sale. They were for Magne Grip for exhaust systems at the stations.
- On July 31 and August 1 conducting BC assessment center to fill positions for both Flagstaff Fire Department and Summit Fire Department. Summit has 2 positions. Outside assessors coming from around the state. Within Summit Fire Department there are 3 internal applicants. City of Flagstaff is filling one position with one internal and two external applicants.
- County emergency manager is opening up the emergency operations center due to the flooding on North Hwy 89.
- House fire likely due to lightning strike: automatic aide worked very well. The fire was under control. On Sunday, the collaboration came in the city as the flooding occurred. Our partners of Summit and Highlands came in and divided the city in three and managed the calls as the flood waters moved through the community.

9. NEW BUSINESS / ACTION ITEMS - Public Comment:

a. Review, discuss and possible approval of Purchas Order 190007 Class A Uniforms

Administrative Officer Gioia presented Captain Walsh has been working on this. We have budgeted for this item from wildland monies made last year. It is listed out. A copy is included in the fire board packet.

Board Clerk Timney questioned and corrected the Purchase Order Number to 190008.

Board Member Daskocil questioned where the money was coming from.

Administrative Officer Gioia: It is the wildland money we made this past year. It is a One Time Purchase. He was able to get \$50 off each set.



Board Chairman Parker made a motion to approve Purchase Order 190008 Class A Uniforms. Board Clerk Timney seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Parker, Timney, Daskocil
NAYS: None
ABSTAINED: Page

b. Review, discuss and possible action on Resolution No 2019-1 Sale of Station 36.

Administrative Officer Gioia stated Pioneer Title Company wants a resolution as to who is going to be signing. On the resolution I put on it would be Chairman Parker or Chief Gaillard and/or.

Board Chairman Parker made a motion to approve Resolution No 2019-1 Sale of Station 36, Wing Mountain, Flagstaff AZ. Board Member Daskocil seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Parker, Timney, Daskocil
NAYS: None
ABSTAINED: Page

c. Review, discuss and possible approval of Hiring EVT1 Mechanic

Administrative Officer Gioia: we had planned for mechanic on hiring Jan 1. We are asking to start the hiring process now. Norm would like to go part time. Need to hire full time mechanic. With Brandon being hired and going to the fire academy, Norm has no help. The funding will come from Norm going part time.

Board Clerk Timney made a motion to approve hiring an EVT1 Mechanic. Board Chairman Parker seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Parker, Timney, Daskocil
NAYS: None



10. FIRE BOARD COMMENTS

Chairman Parker: I did attend the conference. Just advice to everybody, be sure you keep updated on all the open meeting laws in reference to the 38 Code. It was a good conference, and I learned a lot of stuff. I hope to see you all out there in January. Chief Gaillard was there and Battalion Chief Klassen was there. There were good classes.

ADJOURNMENT

Board Chairman Parker motioned to adjourn the regular board meeting. Board Clerk Timney seconded the motion.

Jeanne Pearsons interrupted the adjournment and asked if questions were allowed. Board Chairman Parker allowed her questions.

Jeanne Pearsons: Are you selling that fire house in Baderville?

Board Member Daskocil answered it is sold.

Jeanne Pearsons: What did you get for it?

Board Member Daskocil: \$480,000. Over appraisal.

Jeanne Pearsons: The \$3M you got in the bond issue, what is left of that?

Administrative Officer Gioia: Roughly, about \$300,000.

Jeanne Pearsons: When did you get that money?

Administrative Officer Gioia: 2 years ago.

Jeanne Pearsons: And you have gone through all of it?

Board Chairman Parker: We can't discuss all of this right now. You can talk to us, but at this point we cannot answer any questions. You can talk to Chief or Chris anytime. They have answers. We will adjourn the meeting and you can talk.

Board Chairman Parker: the motion had been seconded.

Vote conducted. **UNANIMOUS APPROVAL.**

Board meeting adjourned at 3:39pm.

Respectfully submitted

Tammy Schieffer, Administrative Assistant