



TIMBER MESA FIRE AND MEDICAL DISTRICT

A regular session of the Timber Mesa Fire and Medical District was convened Tuesday, March 28, 2017 at approximately 6:00 pm at the Timber Mesa Fire and Medical District Administration Building, located at 3561 East Deuce of Clubs, Show Low, AZ 85901.

BOARD MEETING

1. **CALL TO ORDER** – Board Chair Dennis Hughes called the meeting to order at approximately 6:00 pm.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL OF BOARD MEMBERS** – Chair Dennis Hughes, Clerk Amy Kay, and Member Lynn Browne-Wagner were present.
4. **APPROVAL OF MINUTES**
 - A. Study session – February 28, 2017
Clerk Amy Kay made a motion to approve the Study session minutes of February 28, 2017, and Member Lynn Browne-Wagner seconded the motion. The vote was unanimous and the motion carried.
 - B. Regular session - February 28, 2017
Clerk Amy Kay made a motion to approve the Regular session minutes of February 28, 2017 and Member Lynn Browne-Wagner seconded the motion. The vote was unanimous and the motion carried.
 - C. Executive session – February 28, 2017
Clerk Amy Kay made a motion to approve the Executive session minutes of February 28, 2017 and Member Lynn Browne-Wagner seconded the motion. The vote was unanimous and the motion carried.
5. **CALL TO THE PUBLIC**
6. **REPORTS AND CORRESPONDENCE**
 - A. Fire Board Report
Chair Dennis Hughes thanked Clerk Amy Kay for filling in the last couple board meetings while he was absent.
 - B. Fire Chief's Report
Chair Dennis Hughes congratulated Chief Savage in completing the EFO Program.
 - C. Operations and Training Report
Chief Clay Wood reported that a column was added to his report for Year to Date Calls.
Chair Dennis Hughes asked what CEP training was. Chief Wood reported it is Certified Emergency Paramedic. He asked about the ZOLL X series monitor, and Chief Wood reported it is a cardiac monitor.
Jeff Farkas, Medical Services Captain, has added a spreadsheet to his report on TMFMD customer feedback card data.
Member Lynn Browne-Wagner reported that 5 personnel from TMFMD attended the Pediatric Symposium in Flagstaff March 6-7, 2017.

- D. **Logistics Report**
Chief Chevalier reported they are in the process of surveying the property for the Station 17 remodel which will be used to execute the property acquisition with Perkins Cinders.
The 2007 International Type III has sold for full price.
The 2001 E-One Ladder truck has had a pump test and a ladder UL. We anticipate the sale of this apparatus to AMR.
The Wagon Wheel property should close escrow March 30, 2017.
- E. **Prevention and Community Risk Reduction Report**

7. ANNOUNCEMENTS

8. BUSINESS

A. **Discussion and Possible: February 2017 Financial Report**

Gabe Buldra referred the board members to the February 2017 Financial Report in their packets. He discussed the report, which included revenues and expenditures.

Chair Dennis Hughes made a motion to approve the financial reports for the month of February 2017 as presented, and Member Lynn Browne-Wagner seconded the motion. The vote was unanimous and the motion carried.

B. **Public Hearing: Possible replacement of the current 2006 International Fire Code with the 2015 International Fire Code, together with certain appendices and amendments thereto.**

Chair Dennis Hughes declared the public hearing open for comments from the public. Justen Tregaskes, Planning and Zoning Director from the City of Show Low, was present to answer any questions. Chair Dennis Hughes stated we appreciate working with the City of Show Low, and hopes to continue the good working relationship.

C. **Chair Dennis Hughes closed the Public Hearing.**

D. **Discussion and Possible Action: Possible adoption of Resolution #2017-01, substituting in place of the current 2006 International Fire code with the 2015 International Fire Code together, with certain appendices and amendments thereto.**

In January at the study session there was debate over specific requirements in the code predominately surrounding the issue of fire flow requirements for residential structures. Those issues have been resolved. An implementation document agreed to by the City of Show Low and Navajo County (the town of Pinetop-Lakeside has not commented) together with a letter of support from the City of Show with regard to the adoption of the 2015 code as amended, the code amendments and a letter from the State Fire Marshal indicating those amendments have been approved, were in the Board packet.

Member Lynn Browne-Wagner made a motion to adopt Resolution 2017-01, substituting in place of the current 2006 International Fire code with the 2015 International Fire Code together with certain appendices and amendments thereto, and Chair Dennis Hughes seconded the motion. The vote was unanimous and the motion carried.

Clerk Amy Kay stated TMFMD has appreciated working as a group in this process.

E. **Discussion and Possible Action: Fire Chief's Performance Evaluation and employment contract: The Board may choose to go into executive session pursuant to A.R.S. 38-431.03(A)(1) for personnel matter. Chief Savage has been notified in writing of this meeting and has the option to have this session in public.**

Chief Savage asked to go into executive session pursuant to A.R.S. 38-431.03(A)(1). Clerk Amy Kay made a motion to go into executive session and Chair Dennis Hughes seconded the motion. The vote was unanimous and the motion carried.

The Executive Session convened at 6:25 PM
The Regular Session resumed at 6:43 PM.

Chair Dennis Hughes thanked the Board for sending in their evaluations and to staff for their support. Member Lynn Browne-Wagner made a motion to reaffirm the Fire Chief's employment contract to include a 3% increase in salary consistent with the Districts salary and wage scale, and Chair Dennis Hughes seconded the motion. The vote was unanimous and the motion carried.

F. Discussion and Possible Action: Intergovernmental Agreement (IGA) for dispatch services with the City of Show Low.

This IGA is still under review with the City of Show Low. This will be tabled for the next board meeting.

G. Discussion and Possible Action: Acceptance of proposal for parking lot improvement at the TMFMD Administration and Support Services Facility.

In the Capital improvement plan for the current year the Board authorized \$45,000 to make improvements to the administrative facility in the form of parking stalls or Board room improvements. Chief Savage stated the parking lot is a higher priority at this time. Chief Chevalier outlined the bid process which required three bids and that we pursue the best value for the District. The three bids were in the Board packet, and he recommends the proposal from Hunsaker Bros. This bid is over the authorized amount therefore he is bringing this back to the Board for approval. He stated it is important to note that the monies budgeted in the capital improvement plan will not all be spend, the capital improvements will be under budget for this budget year.

Chair Dennis Hughes asked if there would be a flag pole put in, and Chief Chevalier stated that was in the conversation for this project.

Clerk Amy Kay made a motion that the Board accept the proposal from Hunsaker Bros., Inc for improvements at the administrative and support services facility, and Member Lynn Browne-Wagner seconded the motion. The vote was unanimous and the motion carried.

9. NEW AGENDA ITEMS

Chair Dennis Hughes asked to change the date for the Board meeting in April. The consensus of the Board was that the next Board meeting be held on the 3rd Tuesday, April 18, 2017.

Review of bylaws.

Financial Policies

10. ADJOURNMENT

Thereafter, Chair Dennis Hughes declared the public session adjourned at approximately 6:55 p.m.


Board Chair

4/18/17
Date