

TIMBER MESA FIRE AND MEDICAL DISTRICT

The regular session of the Timber Mesa Fire and Medical District was convened Tuesday, January 23, 2018 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 Amy Kay called the meeting to order at approximately 6:00 pm.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL OF BOARD MEMBERS** – Board Chair Amy Kay, Lynn Browne-Wagner, Clerk Ed Lindquist were present, and Paul Wyatt, telephonically.
4. **APPROVAL OF MINUTES**
 - A. Regular session – December 19, 2017
Member Lynn Browne-Wagner made a motion to approve the Regular session minutes of December 19, 2017 and Clerk Ed Lindquist 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 Amy Kay reported on the AFDA conference.
 - B. Fire Chief's Report
 - C. Operations and Training Report
 - D. Logistics Report
Chief Chevalier reported on the construction of Station 17, and asked the Board members if any would like to speak at the Open House. Chair Amy Kay stated she would like to speak on behalf of the TMFMD Fire Board.
Clerk Ed Lindquist would like the power pole at Station 15 checked, as it is leaning into the building.
 - E. Prevention and Community Risk Reduction Report
7. **ANNOUNCEMENTS**

There was an article in White Mountain Independent today, Tuesday, January 23, 2017 on Firefighters Taber Heisler, Josh Atteberry and Mike Atchley initiating a project to build a wheelchair ramp for a resident.

Chief Savage introduced TMFMD Captain Billy Rova as the Chair of the Apparatus committee, and complimented the committee for their efforts. Captain Rova will answer any questions on the new Type 1 Engine on Agenda item 8c.

8. BUSINESS

A. Discussion and Possible: December Financial Report

Melissa Tomlinson, Senior Consultant, James Vincent Group, referred the board members to the December 2017 Financial Report in their packets. She discussed the key points of the report, which included revenues and expenditures.

Clerk Ed Lindquist made a motion to approve the financial reports for the month of December 2017 as presented, and Member Lynn Browne-Wagner seconded the motion. The vote was unanimous and the motion carried.

B. Discussion and Possible Action: Approval of the District's Strategic Management Plan for 2018-2020.

The District approved the Strategic Management Plan after the merger in 2014, and since that time many of the goals have been accomplished. It was necessary to revisit our Strategic Plan and begin the process for the next three years.

The Staff of TMFMD have met with the employees, the governing board and various stakeholders in the community to develop goals for the District's next Strategic Plan for 2018-2020. In the Board Packet was a copy of the final draft of that plan, inclusive of inputs from all of the afore mentioned groups.

The Strategic Plan is an intentional document that management uses to guide the decision making and meeting the Board's expectations. Once approved, the plan will be printed and bound, then distributed to employees and stakeholders, reviewed by staff and employees on a regular basis.

Member Lynn Browne-Wagner mentioned that the organizational chart needs to be updated, and that the Health and Safety will need to be addressed as needed.

Member Lynn Browne-Wagner made a motion to approve the Strategic Management Plan for the years 2018-2020 as presented and Chair Amy Kay seconded the motion. The vote was unanimous and the motion carried.

C. Discussion and Possible Action: Purchase contract and financing options for a new Type 1 Engine.

Included in the Board Packet was a copy of the purchase contract for a new four wheel drive Type 1 Engine from Rosenbauer South Dakota, LLC, and the Lease Purchase agreement with Zions Bank.

Chief Savage complimented the apparatus group, with Chief Chevalier as the Chair, Firefighter Josh Atteberry, Engineers Brock Gnagy and Taber Heisler, Captain Dennis Stern and led by Captain Billy Rova Jr. He also stated that this truck is necessary to bring four wheel drive capabilities to the Linden Community, to standardize Engine 17 with our other Type I engines.

Lynn Browne-Wagner asked about the financing and if there was a prepayment discount. Chief Savage stated there is an \$18,646 prepayment discount, if we pay cash or finance.

Legal Counsel, Bill Whittington, has reviewed the documents and it will be necessary to revisit the lease/purchase agreement and the resolution, to approve the Certificate of Authority, and to obtain a Certificate of Election. He proposed that there be a motion to approve the purchase of the Rosenbauer in the amount of \$473,238 (not to exceed that amount), and give authority to the Chair and Clerk to review, approve and execute all documents and also the documents that he will prepare.

Clerk Ed Lindquist asked about the time frame of contract, and Mr. Whittington stated there is a 30 day window on the contract with Rosenbauer.

Gabe Buldra, James Vincent Group, reported that Rosenbauer offered 5% interest and Zions offered 2.88% on 7 years and 2.95% on 10 years, with no prepayment penalty to pay off early. Mr. Buldra recommended 10 years at 2.95% with Zion's Bank, and then try to pay it off early.

As recommended by Legal Counsel:

Amy Kay made a motion to approve the purchase contract with Rosenbauer South Dakota, LLC on the purchase of a new 4 wheel drive Type I fire engine in the amount of \$473,238 and direct staff to pursue financing with Zion's Bank on the 10 year term, in conjunction with taking advantage of the prepayment discount as indicated in the contract, all subject to review by legal counsel and subject to review, approval and execution of the addendum to the lease purchase agreement, certificate of authority, the board resolution and opinion of legal counsel, as prepared by legal counsel and further authorizing the Board Chair, Clerk and Chief to execute those documents and the lease agreement and any insulatory documents thereto, and Lynn Browne-Wagner seconded the motion. The vote was unanimous and the motion carried.

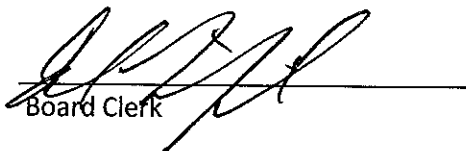
D. Discussion and Possible Action – Fire Chief's Performance Evaluation Process

The Fire Chief's annual performance evaluation is due in February. The evaluation form is in the Board Packets, and the board was asked to fill them out and return to Chair Amy Kay and she will compile all the ratings and comments into one evaluation from the Board for Chief Savage, then the decision for the renewal of his contract will be made at the February Board meeting.

9. NEW AGENDA ITEMS

10. ADJOURNMENT

Thereafter, Chair Amy Kay declared the public session adjourned at approximately 6:40 PM. PM.


Board Clerk

02-27-18
Date