

TIMBER MESA FIRE AND MEDICAL DISTRICT

A study session of the Timber Mesa Fire and Medical District was convened Tuesday, April 24, 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.

BUDGET STUDY SESSION

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, Board Clerk Ed Lindquist, Member Lynn Browne-Wagner, Member Dennis Hughes were present and Member Paul Wyatt (telephonically).
4. **PRESENTATION AND DISCUSSION**
 - A. Overview of 2018/19 Draft Budget.
Each Board Member was given a copy of the worksheet for the draft 2018-19 Budget. There was discussion on each line item.
5. **ADJOURNMENT**
Close of Study session was at 6:50 pm.

The regular session of the Timber Mesa Fire and Medical District was convened Tuesday, April 24, 2018 at approximately 6:50 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 6:51 pm.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL OF BOARD MEMBERS** – Board Chair Amy Kay, Board Clerk Ed Lindquist, Member Lynn Browne-Wagner were present, and Member Paul Wyatt (telephonically).
4. **APPROVAL OF MINUTES**
 - A. Regular session – March 27, 2018

Member Lynn Browne-Wagner made a motion to approve the Regular session minutes of March 27, 2018 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
- B. Fire Chief's Report
- C. Operations and Training Report
- D. Logistics Report

Clerk Ed Lindquist asked about the bids for the new ambulance. Deputy Chief Randy Chevalier reported that the bids that were received were rejected due to either high cost or not meeting the specification. The group is looking into alternative solutions.

Member Dennis Hughes asked about the Timberland Acres building. Deputy Chief Randy Chevalier reported there has been contact with the Real Estate Agent to determine value and an appropriate sales strategy for that property, and contact with Bill Whittington, Legal Counsel. This will be on the agenda for the May 2018 Board meeting.

- E. Prevention and Community Risk Reduction Report

Chief Bryan Savage reported that there has been an increase in activity in the building department with the City of Show Low.

Member Dennis Hughes asked about the results of the Fire Drill at BRJHS. Chief Savage reported it went well with implementation of some changes in activation, and to coordinate any change with the school districts, local law enforcement, and fire services.

7. ANNOUNCEMENTS

Lucy Bucklin, Administrative Assistant with the Training Division, will be retiring this month and there will be a farewell luncheon on Wednesday, April 25, 2018 at the Administration Building at 11:30 – 2:00.

Member Dennis Hughes complimented Fleet on their certifications.

8. BUSINESS

A. Discussion and Possible: March Financial Report

Gabe Buldra, Finance Director for TMFMD, James Vincent Group, referred the board members to the March 2018 Financial Report in their packets. He discussed the key points of the report, which included revenues and expenditures.

Member Dennis Hughes made a motion to approve the financial reports for the month of March 2018 as presented, and Member Lynn Browne-Wagner seconded the motion. The vote was unanimous and the motion carried.

B. Discussion and Possible Action: Purchase contract with Braun Northwest for acquisition of a new rescue vehicle (ambulance).

Board members were given a copy of the Interlocal Cooperative Purchasing Agreement with another agency allowing the purchase from their contract and bid process, along with a proposal from Braun NW for an ambulance. TMFMD did go out to RFP (request for proposal) on an ambulance and received 3 responses. Each exceeded the limit on what the District anticipated on spending on an ambulance. Those bids were rejected and Chief

Chevalier looked for other options, and this option came forward. This ambulance has been built for Montezuma Rimrock Fire District in the past and TMFMD inquired on their bid process and whether or not it was open to purchase from. It was open to purchase from, and it met the majority of our needs. Without knowing about the CON, Chief Savage asked that the District not move forward with the purchase of an ambulance at this time. The District can take advantage of this agreement at a later date.

No action was necessary at this time.

C. Discussion and Possible Action: Approval of bid for concrete work at the Fire District's Administrative site.

This project is recommended to complete this budget year. The request is for concrete work at the Administration site, and it is an anticipated capital expense. There were 5 bids received and it was recommended that the bid be approved from Hunsaker Bros for the concrete work in the amount of \$98,167.56.

Clerk Ed Lindquist made a motion to approve the bid for concrete work at the administration site from Hunsaker Bros in the amount of \$98,167.56, and Chair Amy Kay seconded the motion. The vote was unanimous and the motion carried.

D. Discussion and Possible Action – Resolution 2018-03 concerning the amortization period for unfunded liability associated with the Public Safety Personnel Retirement System (PSPRS)

A copy of Resolution 2018-03 was in the Board packet. This authorizes a return to 30 year amortization for PSPRS unfunded liability. Prior to this year, TMFMD PSPRS liability was amortized at 30 years but was changed legislatively to 20 years resulting in a significant increase in annual costs for PSPRS. This resolution would allow the District to return to a 30 year amortization for lower required contribution rates, but would always allow the District to pay more if the Board desires to reduce the unfunded liability more quickly.

Member Dennis Hughes made a motion to approve Resolution 2018-03 authorizing 30 years for the amortization of liability attributable to members of the Timber Mesa Fire and Medical District, and Clerk Ed Lindquist seconded the motion. The vote was unanimous and the motion carried.

E. Discussion and possible action: Changing the date of the District's regularly scheduled Board Meetings.

It has been asked by Bill Whittington, Legal Counsel, to consider changing the date of our regular scheduled Board meetings from the fourth Tuesday of each month. Chief Savage asked the Board for dates that would work for them. It was determined that the best date for each board member for the regular scheduled Board meetings would be the fourth Monday of each month.

Member Dennis Hughes made a motion to change the date of the regularly schedule Timber Mesa Fire and Medical District Board meeting to the fourth Monday of each month beginning in June 2018 and direct staff to make all necessary notifications to Navajo County and our constituents, and Clerk Ed Lindquist seconded the motion. The vote was unanimous and the motion carried.

9. NEW AGENDA ITEMS

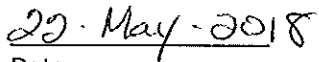
Timberland Acres Station

Approved Executive Meeting minutes from March 27, 2018

10. ADJOURNMENT

Thereafter, Chair Amy Kay declared the public session adjourned at approximately 7:32 PM.


Board ~~Clerk~~ Chair


Date