

BLUE RIDGE FIRE DISTRICT BOARD OF DIRECTORS

MINUTES OF PUBLIC MEETING HELD AT THE BLUE RIDGE FIRE STATION THURSDAY, DECEMBER 15TH 2016

1. **CALL TO ORDER** – Meeting was called to order at 10:04 AM by Chairman Jerry Smith
2. **ROLL CALL OF BOARD MEMBERS** - Members present were Chairman Jerry Smith, Alma Seward, Monty Blosser, Shannon Scott, Clerk Cindy Perelli All Board members were present.
3. **PLEDGE OF ALLEGIANCE**- Chairman Jerry Smith led the assembly in the pledge of allegiance.
4. **REVIEW AND ADOPTION OF AGENDA** - motion to adopt agenda was made by Shannon Scott and seconded by Monty Blosser. Motion carried by unanimous vote.
5. **APPROVAL OF PREVIOUS MINUTES** –
 - a. **Minutes from Board Meeting held November 17th, 2016.** Prior to a motion to adopt the minutes Cindy Perelli pointed out that a certain item was missing from the minutes. Specifically, under New Business, item A, Financial Report for October 2016. During the reading of the Financial Report during the November Board meeting it was noted that the wrong Financial Report had been given to the Board. After some discussion the correct Report was provided to the Board, and was reviewed and approved. A motion to accept this change to the November 17th 2016 Minutes was made by Monty Blosser and seconded by Shannon Scott. Motion carried by unanimous vote.
A motion was then made to accept the Minutes of November 17th, 2016, with the included changes, by Shannon Scott and seconded by Monty Blosser. Motion carried by unanimous vote.
 - b. **Minutes from Special Board Meeting held December 10th, 2016.** A motion was made by Cindy Perelli and seconded by Monty Blosser to accept the minutes as written. Motion carried by unanimous vote.
6. **ANNOUNCEMENTS**
 - a. **AFDA Conference is scheduled for January 12th thru 14th, 2017**
 - b. **Next Board meeting will be held January 20, 2017 at 11:00 AM**
7. **REPORTS AND CORRESPONDANCE**
 - a. **Board Chairman's Report** – None
 - b. **Fire Chief's Report** – The Chief's Report was read to all members present. See complete copy of Report in the Public Book.
 - c. **Report on status of PSPRS Board** – No activity has taken place since the last meeting. The next scheduled meeting will be held at the Blue Ridge Fire Station, January 9th, 2017 at 8:30 AM. A list of Board Members for this Board was announced by Chief Banning. Positions are: Cindy Perelli as Chairman, Ryan McNeal as Secretary, Brandon Sewell member, Tammy Rosenhagen member and Linda Blosser as the public member.
 - d. **Committee or other reports** – None
8. **CALL TO THE PUBLIC** - None
9. **OLD BUSINESS** – None
10. **NEW BUSINESS**
 - a. **Presentation by Chief Banning on District Boundaries and C.O.N. Boundaries**
 - b. **Financial Report Review and action required.** Cindy Perelli read the November Financial Report to all present. Motion was made by Shannon Scott to accept the Financial Report as read and seconded by Alma Seward. Motion was passed by unanimous vote.
 - i. **Perform a line item review of 2016/2017 Fiscal Year Budget vs Expenditures.** A Line Item verbal review was made by several Board Members noting the Budget Amount and expenditures as of November 30th. More detailed information was asked for in some area of the Budget but, in the interest of time it was suggested that a Financial Review Committee be created to go into more detail on Budget items that appear to be overspent or near the top of the budget amount. The

Committee will meet at 11AM Thursday, December 29th, 2016 at the Fire Station. Committee members are Shannon Scott and Monty Blosser representing the District Board, Henry Spackman and Chuck Buddle from the public, and Chief Banning.

11:24 AM -A 10 minute Meeting recess was called due to length of discussions on this subject.

11:30 AM - Meeting resumed

- c. **Discussion and possible action to transfer listed amounts to Coconino County Treasurer Cash Reserves.**
After some discussion as to whether moving funds to the Reserve account would create a financial hardship for the Department, a motion was made by Alma Seward to move the funds listed to the Coconino County Treasurers Cash Reserve Account. Motion was seconded by Shannon Scott. Motion was passed by unanimous vote.
 - i. Move \$64,788.99 from the Coconino County general fund to the County Treasurers Cash Reserve
 - ii. Move \$15,000.00 from the Coconino County General fund to the County Treasurers Cash Reserve
- d. **Discussion and possible action to transfer listed amounts from to the Wells Fargo Cash Reserve.**
A motion was made by Alma Seward to move these funds from the Coconino County Treasurers Cash Reserve to the Wells Fargo Cash Reserve. Motion was seconded by Shannon Scott. Motion was passed by unanimous vote.
 - i. Move \$72,509.00 from the Coconino County General fund to the Well Fargo Cash Reserve
- e. **Discussion and possible action: review of By-Laws for possible revision to bring into compliance with A.R.S. 48-803 included** – After some discussion it was determined that this review could be lengthy and given the length of the current meeting it was decided to table this item, and include it on the Agenda for the January Board meeting. A motion was made by Alma Seward to table this item until the January Board Meeting and was seconded by Shannon Scott. Motion passed by unanimous vote.
- f. **Discussion and possible action: nominate a District Board member to sit as a District Board Representative on the BRFD Pension Fund Board** – Cindy Perelli nominated Monty Blosser to be the Board Representative on the BRFD Pension Fund Board. Motion was seconded by Shannon Scott. Monty was also agreement with nomination. The motion was passed by unanimous vote.
- g. **Discussion and possible action to change future BRFD Board meeting date and/or time**
 - i. After discussion among the members it was decided to move the monthly meeting to every third Friday of each month. All Board Meetings for 2017 will be held at 11:00 AM at the Fire Station unless there is a need to make a change to this schedule.
- h. **Request for Agenda items for January 20th, 2017 Board Meeting**
 - i. New Business – Review of Policy C209 – suggested by Shannon Scott
 - ii. New Business – Review of By-Laws – tabled by vote to January meeting
 - iii. Report – Financial Review Committee

11. ADJOURNMENT

- a. A motion was made by Alma Seward to adjourn the meeting. The motion was seconded by Shannon Scott. Motion passed by unanimous vote. Meeting adjourned at 12:43 PM