



## BLUE RIDGE FIRE DISTRICT BOARD OF DIRECTORS

### MINUTES OF PUBLIC BOARD MEETING HELD AT THE BLUE RIDGE FIRE STATION SATURDAY MARCH 23<sup>RD</sup>, 2019

1. **CALL TO ORDER** – Meeting was called to order at 11:01 AM by Chairman Shannon Scott.
2. **PLEDGE OF ALLEGIANCE** – Chairman Scott led the assembly in the pledge of allegiance.
3. **ROLL CALL OF BOARD MEMBERS** – Board Members present were Shannon Scott, Cindy Perelli, Jack Beale and Judy Varns. There is one one Board vacancy.
4. **REVIEW AND ADOPTION OF AGENDA** – Chairman Scott asked for a motion to adopt the Agenda. Mr. Beale made a motion to adopt the Agenda and Ms. Varns seconded the motion. There was no discussion. Mr. Scott asked for a vote. Ms. Varns, Mr. Scott, Ms. Perelli and Mr. Beale voted in favor of the Motion. The Motion passed.
5. **APPROVAL OF MINUTES** – Discussion and possible action to approve minutes from the Special Board Meetings held March 2<sup>nd</sup>, 2019 and the Executive Session Meeting held the same day. Mr. Scott asked for a motion. Mr. Beale made a motion to approve both Board Meeting Minutes with one vote, and Ms. Varns seconded the motion. There we no discussion and Mr. Scott asked for the vote. Ms. Varns, Mr. Scott, Ms. Perelli and Mr. Beale voted in favor of the motion. The motion passed.
6. **ANNOUNCEMENTS**  
The next Board Meeting will be held **Friday April 16<sup>th</sup>, 2019 at 11AM.**
7. **CALL TO THE PUBLIC**  
There were no members of the public who wished to speak.
8. **REPORTS AND CORRESPONDENCE**

#### Chairman's Report

Mr. Scott gave a special thanks to Mr. Pete Fenton for his service both as a Board as a member and Chairman of the Board, and for his service to the Fire Department as a volunteer.

#### Chief's Report – Chief Paine gave his report for February 2019.

- Personnel: 39 total; 16 volunteers, 17 part-time reserves, 5 full time reserves, 1 part-time admin. Chief gave congratulation to Mr. Chambliss for completing paramedic training; Jerome Lubetz will be returning to BRFD as a reserve captain.
- Apparatus: All vehicles were in service.
- Incident Report: 9 calls in total -7 EMS and two cancelled.
- Training: Department training was held on February 9<sup>th</sup> with various activities performed; there were 200 hours accumulative training, and other training activities through out the month.

#### Chief's Updates to the Board:

- BRFD has been awarded two VFA Grants totaling approximately \$20,000, which are 50/50 cost sharing grants, and will provide funding for additional wildland firefighter protective equipment.
- Working closely with Arizona Department of Forestry and Fire Management on a grant project to reduce hazardous fuel load and trees in Starlight Pine subdivisions. The cost will be shared between the property owner and Department of Forestry. This type of project will be expanded to other subdivisions at a later date.
- Two SAFER Grants are complete and submitted to FEMA. These will provide funding for 3 new firefighters and recruitment and retention of volunteers.
- Payment received for September Fire.

#### Other Reports

- Budget Committee: Mr. Beale stated that he had no report at this time.
- PSPRS Local Board: Ms. Perelli gave a brief overview of the March 6<sup>th</sup>, 2019 PSPRS Local Board Meeting to those present.

### **9. OLD BUSINESS**

- a. Update by the Board to others present on the CCP 3&7 proposed annexation by the Blue Ridge Fire District.

Ms. Perelli gave a summary of what has taken place so far in this process. Mr. Scott then stated the he had talked to the County Attorney and gotten additional information about the process and Board participation, and that a follow-up Special Meeting and possibly Executive Session Meeting may be called.

FF Olivia Hanson-Leon asked if the Board had heard anything further about the petition process or gotten any additional information from the County Attorney on this in particular. Mr. Scott replied that the draft petition sent to the County had been rejected. He further added that the petition process is not the responsibility of the District/Board but the community wanting to be annexed. However, if Mrs. Leon wished to have help from the Board, she would have to formally request this and the Board could consider helping her with the process.

### **10. NEW BUSINESS**

- a. Discussion and possible action to approve the Financial Report for February 2019.

Mr. Scott asked for a motion on this item. Ms. Perelli made a motion to approve the Financial Report for February 2019 as presented. Mr. Beale seconded the motion. Mr. Scott read the Financial Summary Report to those present. There was no discussion and Mr. Scott asked for a vote. Ms. Varns, Mr. Scott, Mr. Fenton, Ms. Perelli and Mr. Beale voted in favor of the motion. The motion passed.

- b. Discussion and possible action to approve an amendment to Resolution 89-2014 for the continued engagement of the Coconino County Attorney as the Blue Ridge Fire District Attorney of record.

Mr. Scott asked for a motion on this item. Ms. Perelli made a motion to approve the Amendment to Resolution 89-2014 and Mr. Beale seconded the motion. There was no



discussion and Mr. Scott asked for the vote. Ms. Varns, Mr. Scott, Ms. Perelli and Mr. Beale voted in favor of the motion. The motion passed.

c. Presentation and opening of received bids for the purchase of a new ambulance in Fiscal Year 2019/2020.

Chief Paine gave the bids received to Chairman Scott to open. There were bids received, one bid contained two quotations.

Rom Northwest(sp?) submitted a quotation for two ambulances, both demo models; one a 2018 model at \$135,539, which had been discounted due to millage and a 2017 model at \$136,833 discounted by \$960.

EVG (Emergency Vehicle Group) quote was for a new ambulance at \$169,584.

Chief Paine said he would need to do a comparison of the quotes and would possibly need to have this on the next Board Agenda.

d. Discussion and possible action to appoint a Board Member to the Budget Committee FY 2019/2020. This is a replacement for Mr. Fenton on the Committee.

Mr. Scott asked for a motion on this item. Ms. Perelli made a motion to appoint a Member of the Board to the Budget Committee and Mr. Beale seconded the motion. After some discussion Mr. Scott said he would be willing accept the appointment. There was no further discussion and Mr. Scott asked for a vote. Ms. Varns, Ms. Perelli and Mr. Beale voted in favor of the motion, Mr. Scott abstained. The motion passed.

e. Discussion and possible action to decide on a posting date and interview date for the current Board vacancy.

Mr. Scott asked for a motion on this item. Mr. Beale made a motion to decide on posting and interview dates to fill the current Board vacancy and Ms. Varns seconded the motion. After some discussion it was decided to post the Board Vacancy Notice on the March 25<sup>th</sup> or 26<sup>th</sup> and close the posting on April 17<sup>th</sup>. A Special Meeting will be held before the Board Meeting on April 19<sup>th</sup> to interview applicants. The chosen applicant will take the Oath of Office and be seated as a Board Member at the Board Meeting on May 18<sup>th</sup>, 2019.

Mr. Scott asked Mr. Beale to amend his motion. Mr. Beale amended his motion to "Post a Board Vacancy Notice on March 25<sup>th</sup> or 26<sup>th</sup> and close the posting on April 17<sup>th</sup>. Mr. Scott asked for a vote. Ms. Varns, Mr. Scott, Ms. Perelli and Mr. Beale voted in favor of the motion. The motion passed.

**11. AGENDA ITEMS OR NEXT BOARD MEETING**

- Update on 3 and 7 Annexation by FF Olivia-Hanson-Leon.

**12. ADJOURNMENT**

The Public Meeting of the Blue Ridge Fire District Board was adjourned at 11:55 AM.

Respectfully submitted: March 25, 2019

Cynthia A. Perelli  
Cynthia Perelli, Clerk of the BRFD Board

Minutes Approved: \_\_\_\_\_

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Cynthia Perelli, Clerk of the BRFD Board