

BLUE RIDGE FIRE DISTRICT BOARD OF DIRECTORS

MINUTES OF PUBLIC BOARD MEETING HELD AT THE BLUE RIDGE FIRE STATION FRIDAY NOVEMBER 17TH, 2018

1. **CALL TO ORDER** – Meeting was called to order at 11:01 AM by Chairman 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 Monty Blosser, Pete Fenton, Shannon Scott, Cindy Perelli and Jack Beale.
4. **REVIEW AND ADOPTION OF AGENDA** – Chairman Scott asked for a motion to adopt the Agenda. Ms. Perelli made a motion to adopt the Agenda as written and Mr. Fenton seconded the motion. There was no discussion. Mr. Scott asked for a vote and Mr. Blosser, Mr. Fenton, Mr. Scott, Ms. Perelli and Mr. Beale all voted in favor of the Motion. The Motion passed.
5. **APPROVAL OF MINUTES** – Discussion and possible action to approve minutes from the October 19th, 2018 Board Meeting.
Mr. Scott asked for a motion to approve the Minutes of the October 19th, 2018. Mr. Fenton made a motion to approve the Board Meeting Minutes from October 19th as written, and Mr. Blosser seconded the motion. There we no discussion and Mr. Scott asked for a vote. Mr. Blosser, Mr. Fenton, 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 December 14th, 2018 at 11AM
7. **CALL TO THE PUBLIC**
Fire Fighter Olivia Hanson-Leon gave an update regarding the interest of CCP 3 & 7 joining the BR Fire District. She stated that with the assistance of Chief Paine, the County Attorney and County Assessor's office, they had devised a way to bring CCP 3&7 into the Fire District and avoid the issue with private land being between the Fire District and the Subdivision being annexed. It will require annexing Pine Valley Road leading from SR 87 into the CCP 3&7. Olivia stated that there was still much work to be done and status updates will be provided to the Board on an ongoing basis.
8. **REPORTS AND CORRESPONDENCE**
 - a. Chairman's Report – Mr. Scott.
Mr. Scott had nothing to report but wanted to wish everyone a happy Thanksgiving. He then turned the floor over to Mr. Fenton.
Mr. Fenton provide an update on the recent annual Financial Audit on November 5th and 6th. Mr. Fenton said the Auditors had very positive comments regarding the operations of the Fire Department, and they felt we were in very good shape compared to some other fire districts. Mr. Scott did comment on the current financial conditions of the District and thanked Chief Paine for his diligence over the finance.
 - b. Chief's Report – Chief Paine gave a verbal report to those present. A copy this report can be seen in the Public Book at the Fire Station.
 - c. Other Reports –
 - i. Board Work Session Report: Mr. Scott gave an update on the second Board Work Session held November 9th at 1PM. The purpose of this Work Session was to continue review and revision of the Employee Evaluation Form. A third Work Session will be needed to complete the revision.

- II. PSPRS Local Board Meeting Report: Ms. Perelli gave an update to the Board on the PSPRS Local Board Meeting held November 16th at the Fire Station. She stated that the Fire District had been in PSPRS for 2 years as of November 1st, and currently had 4 employees enrolled. She further stated that 3 members of the Board will be attending all day training in Phoenix on December 4th. Many questions will be asked at this training so that the Local Board can hold local training on processing a mock claim from an employee.

9. OLD BUSINESS –

- a. Discussion and possible action to plan a third Board Work Session to continue working on modifying the Employee Evaluation form.

Mr. Scott asked for a motion to approve a date for a third Work session to continue a review of the Employee Evaluation form. Mr. Fenton made a motion to decide on a date to hold the third Board Work Session to continue working on revising the Employee Evaluation Form. Ms. Perelli seconded the motion. During the discussion it was decided to hold the next work session on right after the regular Board Meeting on December 14th, at 12 PM at the Fire Station. Mr. Fenton amended his motion to include the December 14th date and time. Mr. Blosser, Mr. Fenton, Mr. Scott, Ms. Perelli and Mr. Beale voted in favor of the Motion. The Motion passed.

10. NEW BUSINESS

- a. Discussion and possible action to approve the Financial Report for October 2018.

Mr. Scott asked for a motion to approve the Financial Report. Mr. Blosser made a motion to approve the Financial Report for October 2018 as presented. Mr. Beale seconded the motion. There was no discussion and Mr. Scott called for a vote. Mr. Blosser, Mr. Fenton, Mr. Scott, Ms. Perelli and Mr. Beale voted in favor of the motion. The Motion passed.

- b. Discussion and possible action to update / revise out of district fire response billing.

Mr. Scott asked for a motion. Mr. Blosser made a motion to update or revise the current Policy related to billing for out of District Fire Responses. Mr. Fenton seconded the motion. As part of the discussion Chief Paine explained an issue regarding the Policy for Out of District Fire Response Billing. Our policy does not specify whether we should bill for out of district fire responses to tax payers that live in District. Mr. Scott asked for a vote. Mr. Blosser, Mr. Fenton, Mr. Scott, Ms. Perelli and Mr. Beal did not vote in favor of the motion. The motion does not pass and the billing Policy stays the same.

11. AGENDA ITEMS OR NEXT BOARD MEETING

- Vote in new Board Member and give oath of office to same
- Vote for new officers.
- Discuss changing Board Meeting Date to Saturday throughout the year.
- Discuss changing the start time of Board Meetings
- Establish Board Meeting Dates for 2019

12. ADJOURNMENT

- a. The Public Meeting of the Blue Ridge Fire District Board was adjourned at 11:44 AM

Respectfully submitted: Cynthia A. Perelli Date: 11/17/2018
Cynthia Perelli, Clerk of the BRFD Board

Approved: 12/14/2018 Cynthia A. Perelli
Cynthia Perelli, Clerk of the BRFD Board