

# BLUE RIDGE FIRE DISTRICT

MINUTES of Board Meeting held June 18, 2022

1. **MEETING** was called to order at 10:01 a.m. by Chairperson Bourne.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL OF BOARD MEMBERS**

Mike Bourne	Present
Alma Seward	Present
Sylvia Meakin	Present
Laurie Hawke	Present
Judy Varns	Present by Phone

4. **ADOPTION OF AGENDA**

Mr. Bourne asked for a motion to review and adopt the Agenda. Ms. Meakin made the motion; Ms. Varns seconded. All voted yes.

**The motion passed.**

5. **Announcements**

**The next Board Meeting will be 7/18/2022 at 10:00 am**

6. **Reports and Correspondence**

a. **Chairperson's Report:** Mr. Bourne advised that the Budget is in place and moving along well; there was a PSPRS Meeting June 17<sup>th</sup> and progress in being made; several phone meetings have been held with the county attorney re: agreements that need to be signed. This will be discussed later in the meeting. Chief Paine has been hugely helpful to me re: what needs to be done and moving the Board forward smoothly.

b. **Chief's Report:**

Chief Paine advised that Chairperson Bourne is very humble and has been focused on getting stagnant items moving forward and is working very hard behind the scenes.

Personnel: 14 Volunteers, 16 Paid Reserves, 4 Full Time and 2 Part Time

Apparatus: All in Service but E-12

Incident: May call volume was 30: 21 EMS; 1 MVC; 8 Service Calls

Training: 160 hours of Training completed in May

Covid Update: Incidents of Covid hospitalization have increased; significant numbers of deaths are zero.

The Arizona Fire Chief's Association conference is July 13/14 in Glendale. Chief Paine, Mr. Bourne and Mrs. Hawke will be attending.

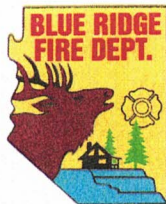
The BRFD Auxiliary Sale is July 2<sup>nd</sup> from 8:00 – 2:00.

Linda Hammer invited everyone to participate, bring sale items on Friday and bake goods early Saturday morning.

The Camp Colley Agreement has been sent to the City of Phoenix for approval.

Discussion followed re: fire restriction difference between Coconino County and the USFS.

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## BLUE RIDGE FIRE DISTRICT

### 7. Old Business – None

### 8. New Business

- a. Chairperson Bourne asked for a motion to discuss and possible action to approve the Minutes of May 21 and June 6, 2022. Mrs. Hawke made the motion; Mrs. Meakin seconded. All voted yes.

**The Motion passed.**

- b. Chairperson Bourne asked for a motion to discuss and possible action to approve the May Financials. Ms. Varns made the motion; Mrs. Meakin seconded. All voted yes.

**The Motion passed.**

- c. Chairperson Bourne asked for a motion to discuss and possible action to approve the transfer of funds from Operations to Reserve on June 30, 2022. Mrs. Hawke made the motion; Mrs. Meakin seconded. All voted yes.

**The Motion passed.**

- d. Chairperson Bourne asked for a motion to discuss and possible action to approve the transfer of funds from Reserve to Operations on July 1, 2022. Mrs. Hawke made the motion; Mrs. Meakin seconded.

Discussion from Chief Paine indicated the amount of transfer from Reserve to Operations is \$500,000. All voted yes.

**The Motion passed.**

- e. Chairperson Bourne asked for a motion to discuss and possible action to approve funding toward PSPRS before the end of fiscal year 2021-2022.

Discussion by Chief Paine advised that our unfunded liability before the medical disability retirement was about \$100,000 and is now about \$425,000. The interest is 7.3% on unfunded liability. The requested amount of the payment is \$100,000. Ms. Hawke made the motion that \$100,000 would be paid to PSPRS before the transfer out of funds on June 30<sup>th</sup>; Mrs. Meakin seconded. All voted yes.

**The Motion passed.**

- f. Chairperson Bourne asked for a motion regarding Formal Board action to officially approve the Call for Election of three (3) Board Member on November 8, 2022 General Election date.

Board Member Seward advised that the notice of election and accompanying letter are required by statute. The Meeting Minutes must be accompanied by documentation. Ms. Seward made a motion for Formal Board Action that will officially approve the Call for Election of three (3) board members in the November 8, 2022 General Election. Ms. Meakin seconded. All voted yes.

**The Motion passed.**

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## BLUE RIDGE FIRE DISTRICT

Further discussion advised that four (4) people are known to be running for the Board in November. Additionally, the current board positions of Alma Seward, Sylvia Meakin and Judy Varns are up for election in November 2022. Mike Bourne and Laurie Hawke are up for election November 2024.

- g. Chairperson Bourne asked for a motion and possible action to discuss and amend the board meeting schedule.

Discussion followed re: conflicts on the meeting schedule. The revised meeting schedule is Monday 7/18, Monday 8/22. Mrs. Hawke made the motion to adopt the new meeting schedule; Mrs. Meakin seconded. All voted yes.

**The Motion passed.**

- h. Chairperson Bourne asked for a motion to discuss and possible action to hold a public hearing to present the 2022-2023 Budget followed by a special meeting to Adopt the 2022-2023 Budget. Mrs. Hawke made the motion that a public hearing to present the Budget, immediately followed by a special meeting to approve the 2022-2023 Budget would take place Monday, June 27, 2022 at 10:00; Mrs. Meakin seconded. All voted yes.

**The Motion passed.**

- i. Chairperson Bourne asked for a motion to discuss and possible action to approve and sign the Northern Gila County Mutual Aid Agreement.

Discussion followed by Chief Paine explained the importance of the mutual aid agreement with northern Arizona Fire Districts, primarily our fire partners in the South who help us and, in turn, we will help when requested. The Fire Districts in this agreement include: Forest Lakes, Gisela, Globe, Hellsgate, Houston Mesa, Payson, Pine Strawberry, Pleasant Valley, Tonto Basin, Tri City, Water Wheel and Christopher Kohl's Ranch. An indemnity clause may become an added amendment in the future.

Mrs. Hawke made the motion; Ms. Varns seconded. All voted yes.

**The Motion passed.**

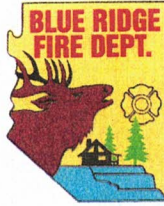
- j. Chairperson Bourne asked for a motion to discuss and possible action to approve fire subscription service. Ms. Hawke made the motion; Ms. Varns seconded

Discussion by Chairperson Bourne is that the County Attorney is in favor when a fee schedule is included. Chief Paine said calls would be taken in order no matter whether in the district or subscription service. Mrs. Hawke requested the fee schedule formula should be part of the Agreement. Mrs. Meakin asked about payments and responsibility. Chairperson Bourne responded that an indemnification clause was important as well.

- . Chairperson Bourne made a motion to table this item for the addition of the fee agreement, indemnity clause and clarified responsibilities. Mrs. Hawke seconded. All voted yes.

**The Motion passed.**

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- k. Chairperson Bourne asked for a motion to discuss and possible action to approve Lexipol policies and funding.

Discussion by Chief Paine noted that the Lexipol reviewed policies have been reviewed by him to be Blue Ridge Fire specific and he recommends that we do not renew the service from Lexipol.

Mrs. Meakin made the motion; Mrs. Hawke seconded. All voted yes.


**The Motion passed.**

- l. Chairperson Bourne asked for a motion to approved the BRFD Alternate 457b Pension Plan documents and transfers. Ms. Seward made the motion; Mrs. Hawke seconded. All voted yes.

**The motion passed.**

### 9. ADJOURNMENT

The Board Meeting adjourned at 10:59 a.m.  
Respectively submitted June 20, 2022:

  
\_\_\_\_\_  
Alma Seward, Clerk of the BRFD Board

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