

Blue Ridge Fire District

Blue Ridge Fire District Board of Directors Meeting

928-477-2751 <http://www.brfdaz.org/>

5023 Enchanted Lane Happy Jack, Arizona 86024

January 18, 2025

Minutes

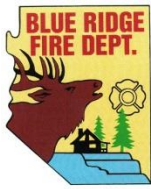
The meeting will be recorded.

1. Call to Order Chair Mike Bourne called the meeting to order at 10:00 am
2. Pledge of Allegiance
3. Roll Call of Board Members
Brian Alexander, Mike Bourne, Laurie Hawke, Linda McDermott,
Casey Samsill
4. Saunders Presentation of the 2023-2024 Audit
A. On behalf of the Board, Brian thanked the Chief and Beth for their
attention to detail and duty.
5. Call to the Public--None

CALL TO THE PUBLIC: ARS 38-431.01 (H)

A public body may make an open call to the public meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the public body. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

6. Review and Adoption of the Agenda
A. Brian moved and Linda 2nd adoption of the agenda
Motion passed unanimously
7. Review and Adoption of Minutes to December 21, 2024 Meeting
A. Linda moved and Casey 2nd adoption of the meeting minutes from
December
Motion passed, Brian abstained
8. Announcements
A. Starlighters Breakfast starts again February 22, 2025
B. Men's Breakfast has started again
C. Wildfire Preparedness and Awareness Campaign
i. Blue Ridge Community Support Team to present to the
entire community, perhaps in conjunction with the Welcome
Back to the Mountain Pancake Breakfast, on May 3, 2025
9. Reports and Correspondence
A. Chairperson's Report
a. AFDA Conference in Laughlin this week was well done, most
worthwhile.
b. Danny Johnson is new chair for AFDA
c. New module presented on Chief's Evaluation



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d. Changes in Open Meeting Law, including on the agenda: when the doors will be open for the meeting, add discussion to agenda on the Chief's report, Chair's report, etc.

B. Chief's Report

- a. Personnel: 19 volunteers, 12 paid reserve, 6 full-time, 2 part-time
- b. Apparatus: All in service
- c. Incidents: Total call volume for December was 16; 8 EMS, 1 fire, 2 MVC, and 5 service calls

10. Review and Adoption of the December, 2024 Financial Report

- A. Brian moved and Linda 2nd motion to adopt the December 2024 Financial Report
Motion passed unanimously

11. OLD BUSINESS

- A. Discussion with possible action on the CCP Unit 5 Impact Statement:

B. Update from the Chief: Assessor's office on parcel from last month

- a. If annexed, does it have to pay taxes? YES
Gail provided further detail...taxed as municipality.
- b. TDS says they do not sign petitions, but want annexation to the Fire District.
- c. Question: without their signature, will there be enough signatures? Gail thinks possible.
- d. OR rewrite Impact Statement and exclude that lot number and TDS can request annexation on its own.

- C. Action: Tabled until February meeting

11. NEW BUSINESS

- A. Review, possible amendment and action to acknowledge the Governing Board Handbook and Bylaws

- a. Laurie moved and Brian 2nd motion to delete Article 3 Section 8 Alternative 457b Pension Board of Trustees and renumber the rest of the items.

Motion passed unanimously

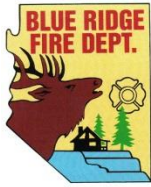
- B. Create a review committee for the Strategic Management Plan

- a. Discussion
- b. Include financial forecasts to make sure its doable
- c. Laurie moved and Brian 2nd motion to create a committee to review and update the Strategic Management Plan
Motion passed unanimously

d. Open Meeting Laws apply: open meetings, posted, etc.

e. Mike, Brian, Laurie, and Casey volunteered

f. First meeting date January 22 at 8:00 am at the Firehouse.



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12. C. Discussion and possible action on the 2025 COLA
 - a. Discussion: Chief Paine presented proposed COLA and current budget information. (personnel expenses are currently under budget) might use a small portion of savings to apply COLA now for employees
 - b. Chief answered questions from the Board
 - c. Casey Moved and Linda 2nd motion to start a 2.5% COLA increase for employees effective immediately through June 2025
Motion passed unanimously.
13. Discussion and possible action on the proposed Chief's evaluation
 - a. form.
 - b. Some logistics need to be ironed out
 - c. Action tabled until the February 2025 Board meeting
 - d.

EXECUTIVE SESSION: The Governing Board reserves the right to move into Executive Session under the authority of ARS 38-431.03 (A)(1)(3) on any item on the agenda.

14. Linda Moved and Laurie 2nd motion to move into executive session
Motion passed unanimously
15. Meeting called back into order at 12:54 by Chair Mike Bourne
16. Adjournment
 - A. Casey Moved and Brian 2nd motion to adjourn at 12:54
 - B. Motion passed unanimously