



Desert Hills Fire District

3983 London Bridge Road
Lake Havasu City, AZ 86404
(928) 764-3333 (FAX) 764-2397

Desert Hills Fire District Board Meeting Minutes Regular Meeting October 18, 2017

1. Call to order

Chairman of the Board John Hayes called to order the Desert Hills Fire District Board meeting at **9:03 a.m. on Wednesday, October 18, 2017**, at the Desert Hills Fire Station Si Mock Room located at 3983 London Bridge Road, Lake Havasu City, AZ.

2. Pledge of Allegiance

Pledge of Allegiance commenced by Chairman John Hayes

3. Roll Call

The following Board Members were present:

John Hayes
Brad Shelton
Mathew Espinoza
Dolores Moscou
Tom Roger

Also in attendance:

Fire Chief Pat Dennen
Administrative Specialist Lisa Harrison

4. Call to the Public: None

5. Approval of Regular Meeting Minutes for September 20, 2017: Motioned by Board Member Shelton to accept the September 20, 2017 Regular Meeting Minutes, seconded by Board Member Roger; all in favor.

6. Approval of Special Meeting Minutes for September 28, 2017: Motioned by Board Member Shelton to accept the September 28, 2017 Special Meeting Minutes, seconded by Board Member Espinoza; all in favor

7. Reports:

a.) **Financial Report- September 2017:** Administrative Specialist Lisa Harrison stated that cash in the Grant Savings Account is \$12,020.18, Payroll Account \$15,283.16, Petty Cash \$100.00, Special Revenue Checking Account \$20,049.46, Special Revenue Savings Account \$11,479.51, Warrant Account \$44,921.13, with a total balance of \$103,853.44. Board Member Shelton would like to say good job to the administration, the P&L's are lining up much better this year. Chief stated he would feel much better when property taxes start coming. Approval of Financial Report motioned by Board Member Shelton, seconded by Board Member Roger; all in favor.

b.) **Chief's Report:**

- Chief Dennen reported to the Board that Kurt Fowler, who was a victim of a gunshot wound in Las Vegas, is home and joined us for lunch for an employee who is leaving the department. He was humbled by everyone wearing a FOWLER STRONG duty shirt. The department did not spend any district money for FOWLER STRONG, but we did drive a vehicle to Las Vegas twice.
- The new engine is in the bay and just need a few items, like a radio.
- Jeff Stencil is still on light duty and will return to full duty at the end of the month.

- Kit Borg was in a cast for 6 months. The cast is removed and he is in physical therapy until he is fully recovered.
- We now have five POC that are fire academy, EMT or paramedic trained filling in for vacancies, and we have refilled all the SAFER positions.
- We are actively working on policies in Lexipol. When it is done you will get a manual with a table of contents so you can review all the policies.
- We sent a Will Serve Letter for fire protection and EMT service for a new development. We are three to five years before we see any revenue.

c.) **DHFD Wildland Report: None**

d.) **DHFD Auxiliary Report:**

- Auxiliary President Hal Ries reported that they had a good turnout for the first pancake breakfast. We normally have 150 and we had 302. He believes the draw was FOWLER STRONG, which was really strong. The auxiliary donated \$1000.00 to FOWLER STRONG. There was \$1400 in cash donations for FOWLER STRONG. The auxiliary is working on a FOWLER STRONG fundraiser steak dinner with Burgers by the Bridge. The tickets are \$25.00 each. We will need volunteers to help. Next auxiliary meeting the third Tuesday each month, November 20, 2017.

e.) **Correspondence: None**

8. **New Business:**

- a. Discussion and possible action to approve Resolution #2017-05 to declare the 2005 brush vehicle, #1526, as surplus. Chief Dennen stated this is the engine that has broken down a number of times. It is fixed now and is the time to sell. There is a number of options to sell it, we can put it on our Facebook page, Fire Trucks Unlimited will sell it for a commission or there is a website we can post it for sell. It can be sold as a fire truck or a construction truck. Board Member Espinoza feels we should get at least \$20,000 for it. Board Member Shelton motioned to approve Resolution #2017-05 to declare the 2005 brush vehicle as surplus with a minimum sale value of \$18,000, seconded by Board Member Moscou, all in favor
- b. Discussion and possible action to allow employees to donate their PTO hours in excess of 96 hours to another employee. This is the result of FF Fowler's injuries. He is out of PTO and some of our employees have asked if they may donate hours to him. We would like each employee save 96 hours of PTO for their own usage. Board Member Shelton motions to allow employees to donate their PTO hours in excess of 96 hour specifically to FF Fowler, this is a short term window that closes by November 15, 2017 and to look at creating a policy for PTO donations in the future. Seconded by Board Member Moscou, all in favor.
- c. Discussion and possible action to ratify the expenditure of the emergency repairs done on E1511R (KME). Chief Dennen explained the emergency repairs need on vehicle E1511R. Three shops in town could not do the work; we found a shop in Yucca that was able to repair it. It required \$8,758.36 in repairs and as a Chief I do not have the authority to approve this amount, so I wanted to bring it to the board for your awareness and approval. Board Member Shelton approves the expenditure for the emergency repair. Seconded by Board Member Moscou, all in favor.

9. **Board Member Comments:**

- a. New business to be considered on future agendas: Auditor to present FY1617 audit next board meeting. Cost recovery policy.
- b. Comments: Board Chairman Hayes commented on the loss of an icon, Retired Chief Alan Brunacini from Phoenix Arizona.

10. **Call to the Public:** None

11. **Adjourn:** Motion to adjourn in honor of Chief Alan Brunacini by Board Member Espinoza, seconded by Board Member Shelton; all in favor. Adjourned at 10:16 a.m.