

PUBLIC MEETING OF THE VERNON FIRE DISTRICT BOARD MINUTES

January 23, 2018 at 7:00 pm at the Vernon Public Library, Vernon, AZ 85940

1. **CALL TO ORDER:** Time: 7:00pm
2. **ROLL CALL:** Tony Anderson present, Jodie Humphry present, Steve Miller present, Sara King present, Steve Coombs present.
3. **PLEDGE OF ALLEGIANCE & PRAYER:** Prayer given by Chief Niehuis.
4. **RECOGNITION OF GUESTS:** None present.
5. **CALL TO THE PUBLIC:** No member of the public present.
6. **REPORTS AND CORRESPONDENCE:**
 - A. **Chair Summary** and discussion: Chairman Coombs updated the Board regarding the Meeting of Chairman Coombs, Director Miller, and Chief Niehuis with Apache County Supervisor, Doyle Shamley, with the note that the concerns as outlined in the last VFD Board Meeting are being addressed and a solution will be offered in the near future. Chairman Coombs revealed a clerical error in the agenda of the December meeting of the VFD Board regarding the financial report. The November financial report placed on the agenda was in error when only the October financial report was presented and discussed with no action taken. Please see the attached Chair Summary.
 - B. **Chief's Report** and discussion: Chief Niehuis presented his report (see attached) followed by discussion.
 - C. **Financial Report** and discussion: Barbra Barclay presented the Financial Report for November and December followed by discussion.
7. **CONSENT AGENDA**
 - A. **BAI-012318-001** Approval of December 1, 2017 Board Meeting Open Session minutes.
 - B. **BAI-012318-002** Approval of December 1, 2018 Board Meeting Executive Session minutes.
 - C. **BAI-012318-003** Motion that the Board has received and reviewed the Financial report for November 2017.
 - D. **BAI-012318-004** Motion that the Board has received and reviewed the Financial report for December 2017. Motion to approve items A., B., C., and D. by Director Miller, 2nd by Director King. Vote: Unanimous "Yes"
8. **BUSINESS**
 - A. **BAI-012318-005** Discussion and possible approval to raise the credit limit for the National Bank of Arizona credit card. All existing policies concerning use of credit cards to remain the same. Discussion followed concerning the need due to increased wildland fire expense demands of firefighters and equipment on assignment. Discussion followed. Motion to increase credit card limit from \$10,000 to \$20,000 and to provide for the flexibility of staff to acquire additional cards, even if it involves a separate financial entity made by Director Miller, with second made by Director Anderson. Vote: Unanimous "Yes".
 - B. **BAI-012318-006** Discussion/Workshop and possible action in discussions of the budget for 2018/2019. This discussion is to work on establishing the monetary expenses and income for the district and will include schedule of budget process and procedure, goals, objectives, needs, obligations, wild land fire, wages, and services to the community. Any action will be for direction to management in formulating the 2018/2019 budget, for Board review and final approval after a Public Hearing in the Spring of 2018. Discussion followed with no action taken.
9. **FUTURE AGENDA ITEMS:** Kathy Schlichting requested that the Audit Review with Saunders, the district's auditor, be placed on the agenda of the February board meeting.
10. **ADJOURNMENT:** Motion to adjourn made by Director Miller, 2nd by Director Anderson. Vote: Unanimous "Yes". Time: 8:55pm