



Copper Canyon Fire & Medical District

26B Salt Mine Road, Camp Verde, AZ 86322
www.ccfmd.az.gov Phone (928) 567-9401

MINUTES OF REGULAR MEETING

Pursuant to notice, a Regular Meeting of the Copper Canyon Fire & Medical District was called to order at 9:01 am on Tuesday, November 19, 2019.

1. **Call to Order:** 9:01 am
2. **Roll Call of Board Members: Present:** Linda Welsch – Chairperson; Carol Keeton – Clerk; Brandi Bateman – Board Member; Justin Largent – Board Member; **Not Present:** Steve Darby – Board Member;

Staff: Terry Keller – Fire Chief; Robyn Cook – Administrative Manager; Misty Weatherford – Payroll/Benefits Specialist
3. Salute to the flag of the United States of America and Moment of Silence to Honor all American Men and Women in service to our Country, Firefighters, and Police Officers.
4. **Call to the Public** – none
5. **Approval of Minutes**
 - A. **Regular Meeting Minutes on October 17, 2019:** Board Member Largent made a motion to approve the Minutes from the October 17, 2019 meeting. Board Member Bateman seconded. Motion passed with Chairperson Welsch; Board Member Bateman and Board Member Largent in favor. Clerk Keeton abstained.
 - B. **Special Meeting Minutes on November 13, 2019:** Board Member Largent made a motion to approve the Minutes from the October 17, 2019 meeting. Clerk Keeton seconded. Motion passed unanimously.
6. **Reports:**
 - A. **Fire Chief report was given by Chief Keller**
 - a. Cherry Creek Station Design Committee Update
 - b. Economic Development Update
 - c. LAFS Update
 - d. Yavapai College Verde Academy Update
 - e. Grant Updates
 - f. Firefighter Mental Health & Fitness Update
 - B. **Fire Marshal report was given by Fire Marshal Krebbs**

C. Operations report was given by Chief Keller

D. Financial/Administrative report was given by Robyn Cook

a. Reconciliations

b. Financials: Budget is at 33%; Property tax revenue for CVFD/MRFD \$294,621; FDAT Revenue \$11,500; Residual CCFMA Ambulance revenue \$5962; CCFMD Ambulance revenue \$86355

7. **Discussion and possible action on the approval of the financials for October 2019 for CCFMD:**

Clerk Keeton made a motion to approve the financial for October 2019 for CCFMD. Board Member Bateman seconded. Motion passed unanimously.

8. **Discussion and possible action on changing the Overtime & Compensatory Time policy (300.05)**

to increase the cap for administrative personal: Board Member Bateman made a motion to approve the Overtime & Compensatory Time Policy (300.05) to increase the cap for administration personnel. Board Member Largent seconded. Motion passed unanimously.

9. **Discussion and possible action on approving Resolution 2019 - 014 annexing parcel 403-23-006X**

into the Fire District: Board Member Bateman made a motion to approve Resolution 2019-014 annexing parcel 403-23-006X into the Fire District. Board Member Largent seconded. Motion passed unanimously.

10. **Discussion, possible action or staff direction on the Tower Project on Stardust Lane in Rimrock:**
Tabled

11. **Discussion, possible action or staff direction on Resolution 2019 - 015 to approve the Lease Purchase Agreement with Zion's Bank to purchase property; approval of consent, certificate of authority, and addendum relating thereto:** MS. Cook informed the Board that the Lease Purchase agreement was pending Mr. Whittington's approval. She stated that this can be approved pending Mr. Whittington's approval.

Board Member Bateman made a motion to approve Resolution 2019-015 to approve the Lease Purchase Agreement with Zion's Bank to purchase property; approval of consent, certificate of authority and addendum relating thereto pending our attorney's approval of the language. Board Member Largent seconded. Motion passed unanimously.

12. **Discussion, possible action or staff direction on Resolution 2019 - 016 to approve the Lease Purchase Agreement with Zion's Bank for the purchase of two type 1 fire engines; approval of consent, certificate of authority, and addendum relating thereto:** Tabled

13. **Discussion and possible action on selecting a Board Chairperson and Board Clerk for the Board of Directors for the District through December 1, 2020:** Board Member Bateman made a motion to nominate Linda Welsch to remain in the Chairperson position. Linda Welsch accepted. Board Member Largent seconded. Motion passed unanimously.

Board Member Largent made a motion to nominate Carol Keeton to remain in the Clerk position. Carol Keeton accepted. Motion passed unanimously.

14. **Discussion, possible action or staff direction on the use of a consent agenda:** The Board

discussed the possibility of switching to consent agenda.

No action was taken.

15. **Discussion, possible action or staff direction on financing mechanisms for future capital projects:** Chief Keller informed the Board that he reached out to Paul Ulan regarding the bond discussion from the previous meeting and he is willing to come and answer questions the Board has regarding moving forward with a bond.

The consensus of the Board was to invite Mr. Ulan to come and do a presentation on Bonds before the Board makes a decision to move forward.

16. **Discussion and possible action on approving the in-frame engine rebuild to E-822:** Chief Keller informed the Board that E-822 is in the shop awaiting the go ahead to do an in-frame engine rebuild.

Board Member Largent made a motion to approve the in-frame engine rebuild to E-822. Chairperson Welsch seconded. Motion passed unanimously.

17. **Discussion, possible action or staff direction on the purchase of a Type 3 Engine:** Tabled

18. **Future Agenda Items:** Wildland Response revenue; Bereavement policy; Stardust tower; Casino radio; Purchase of a new gurney.

19. **Adjournment:** Board Member Largent made a motion to adjourn the meeting at 10:04 am. Board Member Bateman seconded. Motion passed unanimously.

Clerk

