



# Copper Canyon Fire & Medical District

26B Salt Mine Road, Camp Verde, AZ 86322

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## REGULAR BOARD MEETING

Camp Verde Public Library – Terracotta Room  
130 N. Black Bridge Road, Camp Verde, AZ 86322  
Wednesday, December 18, 2024 / 4:30 PM

~ MINUTES ~

### I. CALL TO ORDER/ROLL CALL

Pursuant to notice, a Regular Meeting of the Copper Canyon Fire & Medical District was called to order by Chairperson Josh Maxwell at 4:30 pm on Wednesday, December 18, 2024. Administrative Assistant Misty Weatherford recorded the minutes. A quorum was present, and the meeting, having been duly convened, was ready to proceed with business.

Salute to the Flag of the United States of America and Moment of Silence to Honor all Military, Firefighters, and Police Officers.

Board Present: Josh Maxwell - Chairperson, Matt Peterson; Ed Gee; Danna Quinn (Remote) – Board Members

Staff Present: Kerrie Tarver; Misty Weatherford; Nate Bailey

Others Present: Gabe Buldra – JVG; Clayton Young; Janet Aniol

### II. ORGANIZATION OF FIRE BOARD

- A. Administer Ceremonial Oath of Office to Appointed Board Member Ed Gee for Term Ending November 30, 2028.

Chairperson Maxwell administered the ceremonial oath of office, officially appointing Ed Gee as a Board Member. His term will extend until November 30, 2028.

- B. **Discussion/Possible Action:** Filling a Board Vacancy for Term Ending November 30, 2028, in Accordance with A.R.S. §48-803(C).

Chairperson Maxwell stated that we only received one letter of interest for the Board Vacancy, from Jon Huey.

*Board Member Gee made a motion to accept Jon Huey's letter of interest and appointed him to fill the Board Vacancy for the term ending November 30, 2028. Board Member Peterson seconded the motion. There was no further discussion, and the motion passed unanimously.*

- C. **Discussion / Possible Action:** Consideration of Electing a Chairperson to serve for a period of one (1) year, or until a successor is appointed.

Board Member Quinn nominated Josh Maxwell to continue serving as the Chairperson. Josh Maxwell accepted the nomination.

*Board Member Gee made a motion to elect Josh Maxwell to serve as the Chairperson for a period of one year. Board Member Peterson seconded the motion. There was no further discussion, and the motion passed unanimously.*

- D. **Discussion / Possible Action:** Consideration of Electing a Clerk to serve for a period of one (1) year, or until a successor is appointed.

Tabled

### III. REGULAR BUSINESS MEETING

A. Public Forum:

*Speakers are limited to three-minute oral presentations but may submit written comments of any length for Board files. Board Members may not discuss items not specifically identified on the agenda. Therefore, pursuant to ARS 38-431.01(H), Board action taken resulting from public comment is limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later date.*

1. Public Comment(s)
2. Board Action Resulting from Public Comment(s): Response to comments or criticism directed at the Board; Direction to staff to look into the matter; Schedule matter for further consideration and decision at a later date.

Janet Aniol expressed that the Beaver Creek community is pleased with Jon Huey's appointment and looks forward to him continuing to serve on the board as a representative for their community.

B. **Discussion/Possible Action:** Regarding Approval of the November 20, 2024, Regular Meeting Minutes.

*Chairperson Maxwell made a motion to approve the Minutes from the Regular Meeting on November 20, 2024. Board Member Gee seconded the motion. There was no further discussion, and the motion passed unanimously.*

C. Financial Report and Updates

1. **Discussion/Possible Action:** Review and Approval of the November 2024 Finance Report per A.R.S. §48-807(P)

Finance Director Gabe Buldra presented the financial report for October 2024 to the Board, providing an overview of the month's revenue and expenditures.

*Chairperson Maxwell made a motion to approve the November 2024 Finance Report. Board Member Peterson seconded the motion. There was no further discussion, and the motion passed unanimously.*

D. Staff Reports:

1. **Fleet Report:** A report regarding current repairs, maintenance, significant projects; and other fleet activities. Discussion and Possible Action items to follow. – Fleet Manager Rob Jennings

There was no fleet report given.

2. **Fire Marshal Report:** A report regarding public education, fire prevention, meetings and events attended, permits issued and closed, significant projects, inspections, social media statistics, and other potential updates. Discussion and Possible Action items to follow – Fire Marshal Bailey

Fire Marshal Bailey presented the Fire Marshal report to the Board and highlighted the key projects and meetings for the month.

3. **Fire Chief / Operations Report:** A report regarding current events, activities, meetings and events; human resources; finances; grants; operations; significant incidents; training; EMS; County, State, and AFDA information; special projects; and other potential administrative items. Discussion and Possible Action items to follow – Chief Johnson.

Chief Johnson presented the Fire Chief's Report to the Board, highlighting the meetings attended and outlining the special projects currently underway within the district.

- E. **Discussion/Possible Action:** Approval of the Out of District Fire Protection Services Agreement with Lynette Kovacovich for Parcel # 404-14-020B.

Chief Johnson informed the Board that there are residents residing in response areas located outside of our fire district boundaries. When these residents request emergency services, they are billed for the response, and these charges are often substantial. It is important to note that taxpayers within our district should not be expected to subsidize the costs for residents who have chosen not to contribute to the district through tax payments.

Residents living outside of the district boundaries are given the opportunity to enter into an Out-of-District Fire Protection Services Agreement with the district. The fees for this service are calculated in the same manner as those for residents who pay property taxes within the district. These residents will receive an annual invoice, which will include a 10% administrative fee to cover the cost of processing.

*Chairperson Maxwell made a motion to approve the Out of District Fire Protection Services Agreement with Lynette Kovacovich for parcel # 404-14-020B. Board Member Gee seconded. There was no further discussion, and the motion passed unanimously.*

#### IV. EXECUTIVE SESSION

- A. Possible Vote to go into Executive Session for legal advice pursuant to A.R.S. §38-431.03(A)(3), and to give instructions to legal counsel pursuant to A.R.S. §38-431.03(A)(4) regarding contracts subject to negotiation affecting district property located at 3660 E Stardust Dr and matters relating to the same.
- B. Possible vote to go into Executive Session for discussion or consultations with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale, or lease of real property pursuant to A.R.S. §38-431.03(A)(7) regarding district property located at 3660 E Stardust Dr and matters relating to the same.

*Chairperson Maxwell made a motion to go into Executive Session for item A: for legal advice pursuant to A.R.S. §38-431.03(A)(3), and to give instructions to legal counsel pursuant to A.R.S. §38-431.03(A)(4) regarding contracts subject to negotiation affecting district property located at 3660 E Stardust Dr and matters relating to the same and for Item B: for the purchase, sale, or lease of real property pursuant to A.R.S. §38-431.03(A)(7) regarding district property located at 3660 E Stardust Dr and matters relating to the same. Board Member Peterson seconded the motion. There was no further discussion, and the motion passed unanimously.*

The Board went into Executive Session at 4:35pm.

The Board reconvened into Regular Session at 5:20pm.

#### V. RECONVENE INTO PUBLIC SESSION

- A. **Discussion/Possible Action:** Regarding Instructions to staff, legal counsel, and designated representatives regarding negotiations affecting district properties located at 3660 E Stardust Dr.

No action taken

- B. **Discussion/Possible Action:** Regarding Approval of the Ground Lease Agreement of 3660 E. Stardust Dr with TOWERCO 2013 LLC.
- C. **Discussion/Possible Action:** Regarding Approval of the Stardust Tower Site License Agreement with Pacific Coast Towers, LLC.

*Chairperson Maxwell made a motion to direct administrative staff and legal counsel to finalize items B and C, as discussed in Executive Session, in the version presented on December 18, 2024, subject to final approval from TowerCo 2013 LLC. Board Member Gee seconded the motion. There was no further discussion, the motion passed unanimously.*

## VI. BOARD MEMBER ITEMS:

- A. **Discussion/Possible Action:** Reschedule January 15, 2025, Board Meeting due to conflict with Arizona Fire District Association Training.

Chief Johnson stated that the scheduled board meeting in January conflicts with the annual Arizona Fire District Association Training and he is obligated to attend.

The Board changed the January 2025 board meeting to January 23<sup>rd</sup> at 3:00 pm.

- B. **Discussion:** Mandatory Statutory Training for Newly Appointed Board Members.

The newly appointed Board Members will be required to do the mandatory statutory training at AFDA in January or July or through a correspondence course online.

The Board Members will coordinate with Admin to get scheduled for their training.

- C. **Discussion:** Future Agenda Items; Potential items to discuss at the next regular meeting.

Audit presentation

## VII. ADJOURNMENT

Chairperson Maxwell adjourned the meeting at 5:50 pm.



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Jon Huey, Clerk of the Board