



Copper Canyon Fire & Medical District

26B Salt Mine Road, Camp Verde, AZ 86322
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MINUTES OF REGULAR MEETING

Pursuant to notice, a Regular Meeting of the Copper Canyon Fire & Medical District was called to order at 9:00 am on Tuesday, April 16, 2019.

Staff: Terry Keller – Fire Chief; Robyn Cook – Administrative Manager; Misty Weatherford – Payroll/Benefits Specialist

1. **Call to Order:** 9:00 am
2. **Roll Call of Board Members:** **Present:** Linda Welsch – Chairperson; Carol Keeton –Clerk; Brandi Bateman – Board Member; Steve Darby – Board Member in at 9:12 am; **Not Present:** Justin Largent – Board Member
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** – Consideration and discussion of comments and complaints from the public. *Those wishing to address the Copper Canyon Fire & Medical District Board need not request permission in advance. The District Board is not permitted to discuss or take action on any item raised in the call to the public. However, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct that staff review the matter or that the matter be placed on a future agenda. The District Board cannot discuss or take legal action on any issue raised during the Call to the Public due to restrictions of the Open Meeting Law.*
5. **Budget Workshop – Revenue and Wages & Benefits:** Ms. Cook presented the Revenue, wages and benefits portion of the Budget for fiscal year 19/20. There was an increase of 5% to the life insurance.
6. **Approval of Minutes**
 - A. Regular Meeting Minutes on March 19, 2019
 - B. Executive Session Minutes on March 19, 2019 – Misty
 - C. Executive Session Minutes on March 19, 2019 – Carol

Board Member Bateman made a motion to approve the Regular Meeting Minutes and the Executive Session Minutes on March 19, 2019. Clerk Keeton seconded. Motion passed unanimously.

7. **Reports:**
 - A. **Fire Chief report presented by Chief Keller.**

B. Operations presented by Battalion Chief Sarkesian.

C. Financial/Administrative presented by Ms. Cook.

- a. CVFD:
- b. MRFD
- c. CCFMA
- d. CCFMD

The County has started automatically transferring tax revenue and FDAT to CCFMD.

- 8. Discussion and possible action on the approval of the financials for March for CVFD, MRFD, and CCFMD:** Clerk Keeton made a motion to approve the financials for March for CVFD, MRFD and CCFMD. Board Member Bateman seconded. Motion passed unanimously.
- 9. Discussion and possible action on the approval of the financials for December, January, February and March for CCFMA:** Clerk Keeton made a motion to approve the forced financials for December and January due to the errors from the County and to approve the March financials for CCFMA. Board Member Bateman seconded. Motion passed unanimously.
- 10. Discussion and update on the transfer of the CON for the District:** Ms. Cook updated the Board on the process and the transfer of the CON for the District.
- Board Member Darby expressed his concerns of having a one year renewal versus a three year renewal due to not meeting response times.
- Chief Keller stated that the new station will help with meeting response times.
- 11. Discussion, possible action or staff direction on approving the lease with Zion's Bank for the re-chassis of A-811:** Tabled
- 12. Discussion and possible action on approving the Emergency Dispatch Services Agreement with the City of Cottonwood for dispatch services:** Tabled
- 13. Discussion and possible action on ratifying the changes to the Motor Vehicle Fuel Services IGA with Yavapai County:** Ms. Cook informed the Board that Mr. Whittington made minor changes to the Motor Vehicle Fuel Services IGA with Yavapai County.
- Clerk Keeton made a motion to ratify the changes to the Motor Vehicle Fuel Services IGA with Yavapai County. Board Member Darby seconded. Motion passed unanimously.
- 14. Discussion and possible action on approving the lease with Dr. Wright's Office:** Tabled
- 15. Possible vote to go into Executive Session:** Tabled.
- A. A.R.S. §38-431.03(A)(7): Purchase or trade of real estate**
- 16. Discussion, possible action or staff direction from the Executive Session:** Tabled

17. **Future Agenda Items:** Budget; Dr. Wright Lease; Cottonwood Fire Agreement; Zion's Bank Lease; Cell Tower

18. **Adjournment:** Chairperson Welsch made a motion to adjourn the meeting at 10:43 am. Clerk Keeton seconded. Motion passed unanimously.

Clerk

A handwritten signature in blue ink that reads "Cassie Keeton". The signature is written in a cursive style with a long horizontal flourish extending to the right.