

PLEASANT VALLEY FIRE DISTRICT

RECORDED MINUTES OF REGULAR BOARD MEETING, July 19, 2023 These minutes will be submitted for approval at the August 16, 2023 Board Meeting

The public is encouraged to provide feedback to the PVFD Board by letter to PO Box 97 or to the PVFD Chief by letter to PO Box 303 both in Young, AZ 85554.

- 1) The meeting was held at the fire hall and called to order by Kathy Hunt at 17:30.
- 2) Pledge of Allegiance was recited by all in attendance.
- 3) **Roll call and confirmation of a quorum:**
 - b. **Board Members present:** Kathy Hunt – Chair, Peter Elenius – Clerk, Ted Tucci – Treasurer, Bob Turner – Member; Kathy stated that a quorum was present.
 - c. **Board Member(s) not present:**
 - d. **FD staff present:** Chief - Mark Stratton, Terri Swanson, Pam Doyle
 - e. **Public present:** none
- 4) **Call to the public:** none
- 5) **Approval of Minutes of the:**
 - a. **Regular Session June 21, 2023** – Peter made a motion to accept the minutes of the June 21, 2023 meeting, Bob seconded, and the motion carried unanimously.
- 6) **Reports and Correspondence:**
 - a. **Chief’s Report:** Mark gave the Chief’s report, which is attached.
 - b. **Admin’s Report:** Terri gave the Admin’s report, which is attached.
 - c. **Dispatch Coordinator’s Report:** No dispatch coordinator report. Pam reviewed potential new dispatchers and training. Will not be covered in future board meetings.
 - d. **Treasurer’s Report for June 2023:**
 - County Balance in General Funds less uncleared warrants of \$ 10,912.05
 - Capital Reserve balance of \$ 116,731.14;
 - Pension Fund balance of \$ 23,361.25;Ted reviewed the Treasurer’s report. Bob made a motion to accept the June Treasurer’s report, Ted seconded and the motion passed unanimously.
 - e. **Legislative Report:** no updates.
- 7) **Business: Information/Discussion/Vote**
 - a. **Service call billing status** – See admin report.
 - b. **Kristin Marconi EMT class repayment** – see admin report.
 - c. **Operations SOPs review** – Tabled.
 - d. **Board SOPs review** – Kathy made a motion to approve board policies 4-8 reviewed at June board meeting, Ted seconded and the motion passed unanimously.
- 8) **Items for Future Agendas**
 1. Service call billing status

PLEASANT VALLEY FIRE DISTRICT

RECORDED MINUTES OF REGULAR BOARD MEETING, July 19, 2023 These minutes will be submitted for approval at the August 16, 2023 Board Meeting

The public is encouraged to provide feedback to the PVFD Board by letter to PO Box 97 or to the PVFD Chief by letter to PO Box 303 both in Young, AZ 85554.

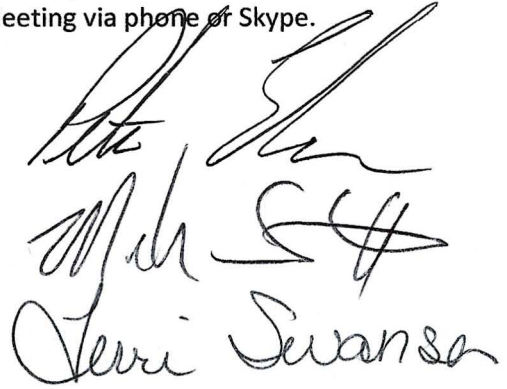
2. Kristin Marconi EMT class repayment
 3. Operations SOPs review & approval
 4. Board Policies review & approval
- 9) Adjournment** – Kathy made a motion to adjourn at 18:01, Peter seconded and the motion carried unanimously.

NOTICE: Regular Session and Executive Session of Pleasant Valley Fire District on July 19, 2023

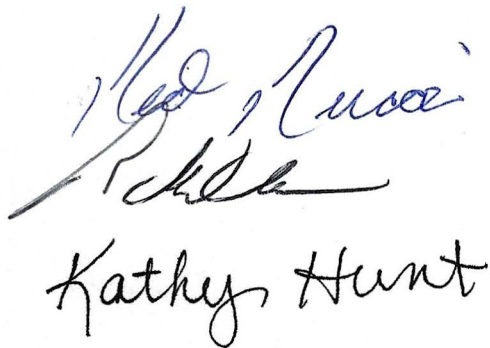
Pursuant to ARS 38-431.02, notice is hereby given to the members of The Fire Board of the Pleasant Valley Fire District and general public that the Pleasant Valley Fire District will meet in a combined Regular Session and Executive Session. The meeting will be held at the Pleasant Valley Fire Station 61, 47531 Arizona Highway 288, at 5:30pm (1730 hours) in Young, AZ. The Board may vote to go into Executive Session on any agenda item, pursuant to A.R.S. § 38-431.03 for discussion and consultation for legal advice with the District Attorney on any matter as set forth in the agenda items. The following topics and any variable previously mentioned will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action. The Board reserves the right to consider agenda items other than in the posted sequence. Any member of the board may attend the Board Meeting via phone or Skype.

AGENDA

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Roll call: Confirmation of a quorum
- 4) Call to Public
 - a) Approval of Minutes of Regular Session, June 21, 2023
- 5) Reports and Correspondence - Information/Discussion/Vote
 - a) Chief's Report
 - b) Admin Report & District Calendar Review
 - c) Dispatch Coordinator report
 - d) Treasurer's Report for June 2023
- 6) Legislative report
- 7) Business – Information/Discussion/Vote
 - a) Service call billing status
 - b) Kristin Marconi EMT class repayment
 - c) Operations SOPs review
 - d) Approval of Board Policies reviewed in June
- 8) Items for future agendas
- 9) Adjournment



Handwritten signatures of board members, including one that appears to be "Jeri Swanson".



Handwritten signatures of board members, including one that appears to be "Kathy Hunt".



Pleasant Valley Fire Department

47529 N AZ Highway 288 928-462-3678 Office/Fax
PO Box 303 928-462-3489 Controlled Burns
Young, AZ 85554 pvfdadmin@mtecom.net

Serving the Community of Young, Arizona since 1977

PVFD Chief's Report for June 2023

Board Meeting July 19, 2023

Calls for May:

10 EMS 0 Fires 11 Control Burns 1 Cancelled Call
6 Patients Flown; 0 by ground transport; 2 Air Refusal; 0 Public Assist
0 DOA
Calendar YTD, 96 calls
There were no FF/EMS injuries reported.

Training:

Dispatch Trainings: @ 10am once a month/last Friday of the month.
EMS every other Tuesday @ 1700 hrs.

Maintenance still Needed:

- Rain gutters to be put up
- Pipes at other station to be insulated
- Drip on water truck to be fixed.

CHIEF NOTES:

Chief's notes for June 2023

1. Stage one fire restrictions
2. Meeting with APS on the 31st reference the generator station
3. Received an invitation to the New Chief's Class at the State Fire School
4. Gila County Chief's meeting
5. Attended the AFCA/AFDA Fire Chief's Conference
 - a. DEI (Diversity, Equity, and Inclusion) classes
 - b. PTSD classes
6. Pleasant Valley Days
 - a. Prepared
 - b. Participated in the parade
 - c. Set up aid station

Admin Report for June 2023

CALENDAR REMINDERS:

- Prepare Monthly Financials
- Order Office Supplies

○ Pay Accounts Payable

- Worked on Stipends with Chief's help and mailed checks out.
- Transferred \$53,000.00 from acct. 865 to acct. 866 per May Board Meeting
- Transferred \$30,000.00 from acct. 866 back to acct. 865 July 6, 2023 per May Board Meeting
- Nothing new on Kristin Marconi
- Latest Notes on Fire Recovery for Joe and Linda Duarte in Haigler as of June 29, 2023...this claim has gone to collections.
- Just received NFIRS username and PW from BJ, so will learn the system and start working on catching up on our Call entries.
- FDAT money was received \$4674.00 deposited into our General Fund acct 865
- Received Firefighter Relief and Pension Fund check in the amount of \$2790.88 and mailed into County for deposit in acct. 910
- Still Working on creating and updating missing Employee Files
- Paid bills; retrieved mail; sent Positive pay for each batch of checks to Gila County.