

PLEASANT VALLEY FIRE DISTRICT

RECORDED MINUTES OF REGULAR BOARD MEETING, November 15, 2023 These minutes will be submitted for approval at the December 13, 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:**
 - a. **Board Members present:** Kathy Hunt – Chair, Ted Tucci – Treasurer, Peter Elenius - Clerk, Bob Turner – Member; Kathy stated that a quorum was present.
 - b. **Board Member(s) not present:**
 - c. **FD staff present:** Chief - Mark Stratton by phone, Terri Swanson
 - d. **Public present:** none
- 4) **Call to the public:** none
- 5) **Approval of Minutes of the:**
 - a. **Regular Session October 18, 2023** – Bob made a motion to accept the minutes of the October 18, 2023 meeting, Ted 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. **Treasurer’s Report for October 2023:**
 - County Balance in General Funds less uncleared warrants of \$ 92,942.75
 - Capital Reserve balance of \$ 87,152.97;
 - Pension Fund balance of \$ 24,948.66;Ted reviewed the Treasurer’s report. It was noted that tax collections received in October were ~\$22,000 or ~40% greater than for October 2022. Peter made a motion to accept the September Treasurer’s report, Bob seconded and the motion passed unanimously.
- 7) **Legislative Report: no updates.**
- 8) **Business: Information/Discussion/Vote**
 - a. **Service call billing status** – See admin report.
 - b. **Operations SOPs review & approval** – Tabled
 - c. **Cheyenne’s EMT contract review** – The contract reviewed. The Chief stated the contract terms were met and the board concurred. The Chief stated that Cheyenne will be moving to Reserve status and will attend one training per month.

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- d. Board Vacancy** – Several possible candidates were discussed. Peter will post opening if no interest from possible candidates.

9) Items for Future Agendas

1. Service call billing status
2. Operations SOPs review & approval
3. Board SOP review
4. CPA Review
5. Schedule Pension Board meeting
6. Board vacancy


- 10) Adjournment** – Kathy made a motion to adjourn at 17:55, Bob seconded and the motion carried unanimously.

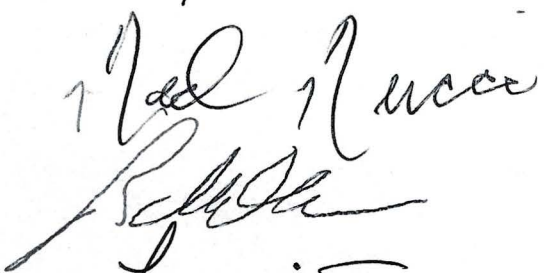
NOTICE: Regular Session and Executive Session of Pleasant Valley Fire District on November 15, 2023

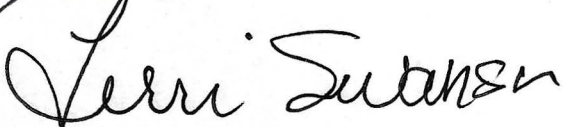
Pursuant to ARS 38-431.02, notice is hereby given to the members of The Fire Board of the Pleasant Valley Fire District and general public that the Pleasant Valley Fire District will meet in a combined Regular Session and Executive Session. The meeting will be held at the Pleasant Valley Fire Station 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
- 5) Approval of Minutes of Regular Session, October 18, 2023
- 6) Reports and Correspondence - Information/Discussion/Vote
 - a) Chief's Report
 - b) Admin Report & District Calendar Review
 - c) Treasurer's Report for October 2023
- 7) Legislative report
- 8) Business – Information/Discussion/Vote
 - a) Service call billing status
 - b) Operations SOPs review & approval
 - c) Cheyenne's EMT contract review
 - d) Board vacancy
- 10) Items for future agendas
- 11) Adjournment


Kathy Hunt


Mark Stratton


Terri Swanson

Mark Stratton by phone (PE)



Pleasant Valley Fire Department

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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 October 2023

Board Meeting November 15, 2023

Calls for October:

10 EMS 0 Stage Events 0 Fires 11 Control Burns 0 Cancelled Call
6 Patients Flown; 0 by Ground Transport; 0 Ground Transport Refusal
0 Air Refusal; 0 Public Assist and 0 Deceased
Calendar YTD, 147 calls
There were no FF/EMS injuries reported.

Training:

Dispatch Trainings: @ 10am once a month/last Friday of the month.
EMS every other Thursday @ 0700 hrs.
Fire Training every other Thursday @ 0700 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 October 2023

- Met with Pete and ordered the new engine and pump for the APS truck
- Attended the Gila County Chief's meeting
 - A. Upcoming training on a system to put out EV fires
 - B. Upcoming training on Active shooters at schools and public places
- Attended APS training at the new generator site
 - A. Possibly opening on December 16th
- R-610 repairs (P.V. Tire Shop)
 - A. Front brakes
 - B. Drag link
 - C. Steering stabilizer
- Door codes changed

- Training days changed to Thursday's at 0700 hours

Admin Report for October 2023

CALENDAR REMINDERS:

- Prepare Monthly Financials
 - Order Office Supplies
 - Pay Accounts Payable and send the County details (called positive pay)
 - Pick up the mail
 - Check emails daily
-
- Nothing new on Fire Recovery for Joe and Linda Duarte in Haigler as of June 29, 2023...this claim has gone to collections.
 - Worked on and Submitted FY 22/23 reports to CPA Andrew for yearend review prior to my surgery. The CPA Andrew will get back to me if anything else is needed.
 - Sent Cheyanne's contract to Chief, Kathy and Pete for review
 - Received check for \$500.00 on a Recovery claim with the Department of Forestry and Fire Management.
 - Sent the check to Gila County to deposit into account 865.
 - Submitted 2 more incidents for Recovery Money with the Department of Forestry and Fire Management.
 - Attended the APS training on October 26th on site and tabletop exercise in fire hall with Chief and many of the crew.
 - APS will provide a yearly walkthrough and training with PVFD . For 2024 it is scheduled for June.
 - Worked with Chuck Freegard on changing all Door Codes
 - Still working on organizing files
 - Helping with Dispatching still while shorthanded for October