

PLEASANT VALLEY FIRE DISTRICT

RECORDED MINUTES OF REGULAR BOARD MEETING, March 20, 2024 These minutes will be submitted for approval at the April 17, 2024 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 Bob Turner at 17:25.
- 2) Pledge of Allegiance was recited by all in attendance.
- 3) **Roll call and confirmation of a quorum:**
 - a. **Board Members present:** Bob Turner – Vice-Chair, Peter Elenius - Clerk, John Norman - Member; Bob stated that a quorum was present.
 - b. **Board Member(s) not present:** Kathy Hunt – Chair, Ted Tucci – Treasurer
 - c. **FD staff present:** Chief - Mark Stratton, Admin - Terri Swanson, John McMahon
 - d. **Public present:** Julie Franklin
- 4) **Call to the public:** none
- 5) **Approval of Minutes of the:**
 - a. **Regular Session February 21, 2024** – John made a motion to accept the minutes of the February 21, 2024 meeting, Peter 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 February 2024:**
 - County Balance in General Funds less uncleared warrants of \$ 98,172.56
 - Capital Reserve balance of \$ 111,101.46;
 - Pension Fund balance of \$ 23,987.89;All reviewed the Treasurer’s report. John made a motion to accept the February 2024 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. Still one incident in Fire Recovery
 - b. **Operations SOPs review & approval** – tabled.
 - c. **Decision if PVFD will provide Haigler Creek coverage** – Haigler Creek is not part of the PVFD. Mark explained that the response time to Haigler Creek, if resources are available is 45-60 minutes. If there is a service call to Haigler Creek there is a high probability that there will not be resources to address a service call to the tax payers of the PVFD.

Julie Franklin who is a resident of Haigler Creek was in attendance and there was a good discussion. Mark is willing to have people from Haigler Creek train with PVFD and is discussing with Native Air if there is a way for a helicopter to be dispatched to Haigler

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Creek.

Peter made the following motion, PVFD will only provide resources to Haigler Creek at the Chief's discretion, depending on resources available and subject to PVFD standard billing charges. Bob seconded and the motion passed unanimously.

- d. Tender purchase discussion** – Chief is looking for a tender in the range of 2,000 to 4,000 gallons that has an automatic transmission. He will be doing more investigations on options. Peter, stated that give the projected capital reserve balance it would be reasonable to look at tender costs between \$60,000 and \$90,000.
- e. Repeater and phone system upgrade** – tabled
- f. Budget work session for April** – Budget work session is scheduled for April 11th at 17:30 in fire hall.
- g. Board Election** – Peter and Bob are up for re-election this year.

9) Items for Future Agendas

- 1. Service call billing status
- 2. Operations SOPs review & approval
- 3. Board SOP review
- 4. Tender purchase
- 5. Budget approval for 2024-25
- 6. Repeater and phone system upgrade

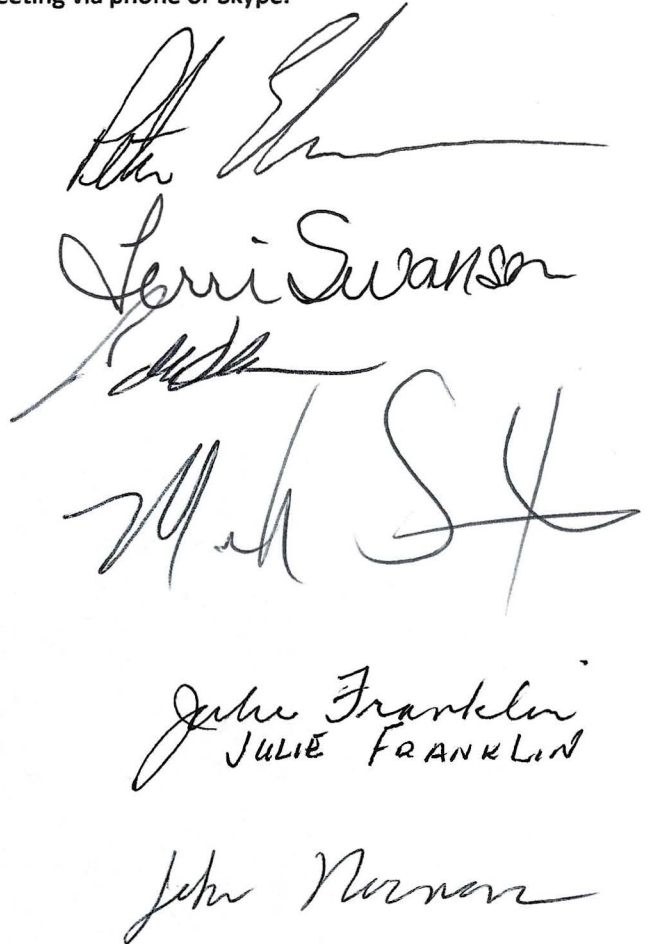
10) Adjournment – Peter made a motion to adjourn at 18:46, John seconded and the motion carried unanimously.

NOTICE: Regular Session and Executive Session of Pleasant Valley Fire District on March 20, 2024

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 for February 21, 2024
- 6) Reports and Correspondence - Information/Discussion/Vote
 - a) Chief's Report
 - b) Admin Report & District Calendar Review
 - c) Treasurer's Report for February 2024
- 7) Legislative report
- 8) Business – Information/Discussion/Vote
 - a) Service call billing status
 - b) Operations SOPs review & approval
 - c) Decision if PVFD will provide Haigler Creek coverage
 - d) Tender purchase discussion
 - e) Repeater and phone system upgrade
 - f) Budget work session for April
 - g) Board election
- 9) Items for future agendas
- 10) Adjournment



Handwritten signatures of board members, including Julie Swanson, Julie Franklin, and John Norman.



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 February 2024

Board Meeting March 20, 2024

Calls for February:

7 EMS 0 Stage Events 0 Fires 20 Control Burns 0 Cancelled Call
0 Patients Flown; 0 by Ground Transport; 0 Ground Transport Refusal
1 Air Refusal; 1 Public Assist and 1 DOA
Calendar YTD, 37 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.

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- CHIEF NOTES:

- Chief's notes for February 2024
 - Business as usual

Admin Report for February 2024

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 Monday thru Friday.
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- Spoke with MTE and if we change the phone with MTE to the VoIP Phone thru the WiFi we **COULD NOT** keep the same phone number per MTE.
 - New check came in on February 29th from the AZ Department of Forestry and Fire Management for \$1,000.00 that will be on the March Financials since it was deposited at the beginning of March.

- APS Young Microgrid Tier II Report...APS requested a W9 IRS Form and a Supplier Form to be filled out so that they could send payments to PVFD when needed. Thank you, Pete, for your help with the W9.
- We had the BBQ for the Crew February 17th as Mark mentioned last month.
- Helping with Dispatching to cover for emergencies, or when shorthanded and covering for dispatcher if they go on a call if no one else available.