

PLEASANT VALLEY FIRE DISTRICT

RECORDED MINUTES OF REGULAR BOARD MEETING, April 17, 2024 These minutes will be submitted for approval at the May 15, 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 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, Bob Turner – Vice-Chair, Peter Elenius - Clerk, John Norman - Member; Kathy stated that a quorum was present.
 - b. **Board Member(s) not present:** Ted Tucci – Treasurer
 - c. **FD staff present:** Chief - Mark Stratton, Admin - Terri Swanson
 - d. **Public present:** Julie Franklin
- 4) **Call to the public:** Discussion with Julie Franklin regarding a working relationship with Haigler Creek. This may include ability to communicate via ROIP (Radio Over Internet Protocol), joint training, notification of Haigler Creek resource availability, etc.)
- 5) **Approval of Minutes of the:**
 - a. **Regular Session March 20, 2024** – Bob made a motion to accept the minutes of the March 20, 2024 meeting, John seconded, and the motion carried unanimously.
 - b. **Special Session April 16, 2024** – Bob made a motion to accept the minutes of the March 20, 2024 meeting, John seconded, and the motion carried unanimously.
- 6) **Reports and Correspondence:**
 - a. **Chief’s Report:** Mark gave the Chief’s report, which is attached. Some issues with GCSO (Gila County Sheriff’s Office) on inaccurate dispatch information, Mark is working to resolve.
 - b. **Admin’s Report:** Terri gave the Admin’s report, which is attached.
 - c. **Treasurer’s Report for March 2024:**
 - County Balance in General Funds less uncleared warrants of \$ 98,317.14
 - Capital Reserve balance of \$ 111,351.61;
 - Pension Fund balance of \$ 23,707.36;All reviewed the Treasurer’s report. Bob made a motion to accept the March 2024 Treasurer’s report with minor correction, John 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.

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- c. **Board SOP review** - Tabled
- d. **Tender purchase discussion** – Tabled.
- e. **Repeater and phone system upgrade** – tabled
- f. **Budget approval for 2024-25** – Kathy made a motion to approve the 2024-25 budget as reviewed at the meeting and post for the 25-day comment period. John seconded and the motion passed unanimously.

9) Items for Future Agendas

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

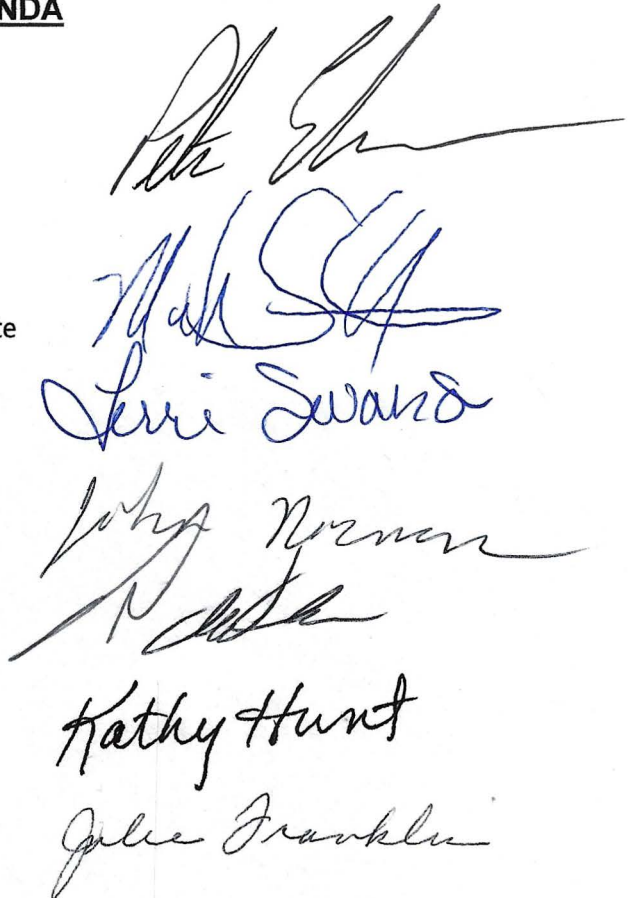
10) Adjournment – Bob made a motion to adjourn at 18:17, John seconded and the motion carried unanimously.

NOTICE: Regular Session and Executive Session of Pleasant Valley Fire District on April 17, 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:
 - a) Regular Session of March 20, 2024
 - b) Special Session of April 16, 2024
- 6) Reports and Correspondence - Information/Discussion/Vote
 - a) Chief's Report
 - b) Admin Report & District Calendar Review
 - c) Treasurer's Report for March 2024
- 7) Legislative report
- 8) Business – Information/Discussion/Vote
 - a) Service call billing status
 - b) Operations SOPs review & approval
 - c) Board SOP review
 - d) Tender purchase discussion
 - e) Repeater and phone system upgrade
 - f) Budget approval for 2024-25
- 9) Items for future agendas
- 10) Adjournment



Handwritten signatures of board members, including names like Peter Elenius, Mark SGA, Terri Swand, John Norman, Kathy Hunt, and Julie Franklin.



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 March 2024

Board Meeting April 17, 2024

Calls for March:

12 EMS 0 Stage Events 0 Fires 12 Control Burns 0 Cancelled Call
6 Patients Flown; 4 by Ground Transport; 0 Ground Transport Refusal
0 Air Refusal; 0 Public Assist and 0 DOA
Calendar YTD, 49 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 March 2024
 - Business as usual

Admin Report for March 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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- For the 1 recovery service call still pending the last message was as follows...."emailed the adjuster requesting a status update on the claim" which was posted on the Recovery website April 4, 2024. So nothing new.
 - Renewed the ADOT Highway clean up permit that we have and will schedule a clean up soon for our area starting at Mile post 306 in front of the station to Mile post 307.

- Started on the paperwork/questionnaire for renewing our Insurance with VFIS
- Reached out to my contact Karen Sowers with the company that helped with our FCC number about moving to a new Tower if or when that is decided on. The approx.. cost would be \$1455.00 and she would need a Physical address along with the coordinates to pin point it on the map. Once we fill out the required paperwork, she would submit it too the FCC, who must grant permission. Once approved we could move the equipment. She stated there would be no downtime and it would operate business as usual with the Frequencies.
- 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.