

PLEASANT VALLEY FIRE DISTRICT

RECORDED MINUTES OF REGULAR BOARD MEETING, February 19, 2025 These minutes will be submitted for approval at the March 19, 2025 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 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, John Norman – Member. Kathy stated that a quorum was present.
 - b. Board Member(s) not present:** Peter Elenius – Clerk, Ted Tucci – Treasurer
 - c. FD staff present:** Chief – Mark Stratton, Admin – Terri Swanson
 - d. Public present:** none
- 4) Call to the public:** none
- 5) Approval of Minutes of the:**
 - a. Regular Session January 21, 2025** – Bob Turner made a motion to accept the minutes of the January 21, 2025 meeting, John Norman seconded, and the motion carried unanimously.
- 6) Reports and Correspondence:**
 - a. Chief's Report:** Mark reviewed the Chief's report, see attached.
 - b. Admin's Report:** Terri gave the Admin's report, see attached.
 - c. Treasurer's Report for January 2025:**
 - County Balance in General Funds less uncleared warrants of \$ 92,069.16
 - Capital Reserve balance of \$ 216,181.75;
 - Pension Fund balance of \$ 25,271.01;Kathy Hunt reviewed the Treasurer's report. Bob Turner made a motion to accept the January 2025 Treasurer's report, John Norman seconded and the motion passed unanimously.
- 7) Legislative Report:** no updates

PLEASANT VALLEY FIRE DISTRICT

RECORDED MINUTES OF REGULAR BOARD MEETING, February 19, 2025 These minutes will be submitted for approval at the March 19, 2025 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.

8) Business: Information/Discussion/Vote

a. Pension fund board minutes approval

- Bob Turner made a motion to accept the minutes of the pension meeting, John Norman seconded, and the motion carried unanimously.

b. Tender and long-term capital plan Repeater funding - Still looking for a tender

c. Grant update - Julee Recker is working on application to be sent out 4/10/25.

d. Fire hall use requirements and contract -T he Chief will question our insurance company to make sure we document as needed to protect the district. It was suggested to get Certificates of Insurance from parties that are insured.

e. Personnel discussions in Public or Executive Session

9) Executive Session - vote to convene into Executive Session.

Bob Turner made a motion to convene into Executive Session at 18:02, John Norman seconded; motion carried.

a. ARS 38-431.03 (A) (1) for Personnel Matters

Discussion with Chief Mark Stratton. – Per ARS 38-431.03 [A][1] the Chief may request the discussion be held in public session per item 8e. Letter was sent by email asking if he requests this option.

Only those individuals necessary to the conduct of such meeting may be present. All matters discussed in an executive session must be kept confidential by those attending. Finally, no vote may be taken during an executive session. Any final action on an item discussed in an executive session must be taken during a public meeting.

b. Reconvene into open session after consideration of executive session item 9a

- Reconvened into open session at 18:40
- Bob Turner made a motion to accept Chief Stratton's resignation with a 6-month grace period to find a replacement. The district can start advertising. John Norman seconded the motion and it carried unanimously.

PLEASANT VALLEY FIRE DISTRICT

RECORDED MINUTES OF REGULAR BOARD MEETING, February 19, 2025 These minutes will be submitted for approval at the March 19, 2025 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.

10) Items for Future Agendas

1. Tender and long-term capital plan
2. Repeater funding
3. Grant update
4. Insurance

11) Adjournment – Bob Turner made a motion to adjourn at 18:55, John Norman seconded and the motion carried unanimously.

NOTICE: Regular Session and Executive Session of Pleasant Valley Fire District on February 19, 2025

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 internet.

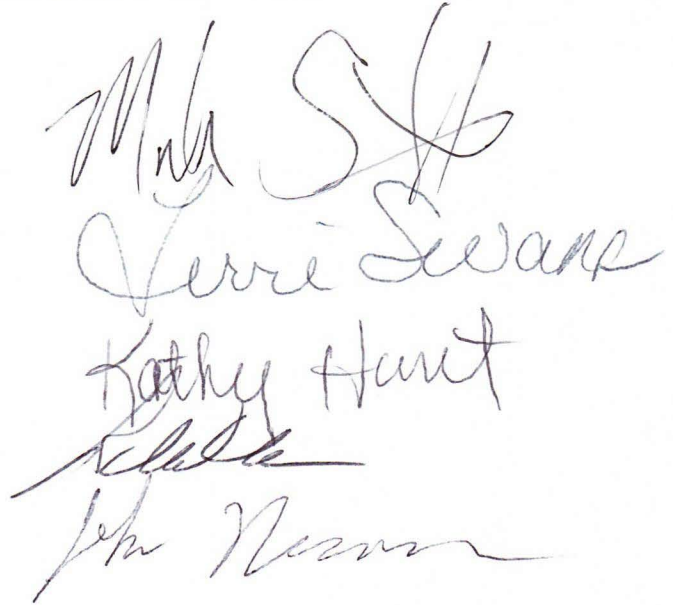
AGENDA

- 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 January 22, 2025
- 6) Reports and Correspondence - Information/Discussion/Vote
 - a) Chief's Report
 - b) Admin Report; District Calendar Review
 - c) Treasurer's Report for January 2025
- 7) Legislative report
- 8) Business – Information/Discussion/Vote
 - a) Pension fund board minutes approval
 - b) Tender and long-term capital plan
 - c) Repeater funding
 - d) Grant update
 - e) Fire hall use requirements and contract
 - f) Personnel discussions in Public or Executive Session
- 9) Executive Session - vote to convene into Executive Session.
 - a) ARS 38-431.03 (A) (1) for Personnel Matters

Discussion with Chief Mark Stratton. – Per ARS 38-431.03 [A][1] the Chief may request the discussion be held in public session per item 8e. Letter was sent by email asking if he requests this option.

Only those individuals necessary to the conduct of such meeting may be present. All matters discussed in an executive session must be kept confidential by those attending. Finally, no vote may be taken during an executive session. Any final action on an item discussed in an executive session must be taken during a public meeting.

- b) Reconvene into open session after consideration of executive session item 9a
- 10) Action as a result of Executive Session Information/Discussion/Vote
- 11) Items for future agendas
- 12) Adjournment



Handwritten signatures of board members: Mark Stratton, Verri Swans, Kathy Hunt, 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

Board Meeting January 22, 2025

PVFD Chief's Report for December 2024

Calls for December:

4 EMS 0 Stage Event 0 Fires 7 Control Burns 0 Cancelled Call
4 Patients Flown; 0 by Ground Transport; 0 Ground Transport Refusal
0 Air Refusal; 0 Public Assist and 0 DOA
Calendar YTD, **225** 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.

Special Fire Training every other Tuesday @ 0700 hrs.

- CHIEF NOTES:

- Chief's notes for December 2024

- Responded to residents property to educate them on the controlled burn process.
- Tested the red engine for service after the pump transmission was repaired. It failed and was scheduled, and the white engine remained in service.
- The Red engine's was repaired with an upgraded pump transmission shaft and was tested again. Many gallons were pumped with no issues.
- The red engine is our current primary engine, while the white is being repaired.
- Worked with GCSO dispatch trying to resolve calls for service quality on our answering machine/radios

Admin Report for December 2024

CALENDAR REMINDERS:

- Prepare Monthly Financials
- Order Office Supplies
- Pay Accounts Payable and send the County details (called positive pay)

- Check emails daily Monday through Friday.

- I organized a new schedule between the 2 groups that use the Hall on Sundays and PVFD to clean the Hall and restrooms. We will be on a 3 month rotation schedule. PVFD will take March.
- In the process of setting up an account with Eric Thorsen in Show Low who owns Linde, an Oxygen Company. Once an account is set up, he can meet PVFD on the Young RD and 260 to bring us tanks or trade empty for full tanks. He travels to Payson every other Friday.
- Completed the Financial survey for the Fire Fighters Public Pensions
- Deposited the Fire Recovery USA check from the Fed Ex Accident on 512. In the amount of \$2100.00 to account 865.
- Helping with Dispatching to cover for emergencies, or when shorthanded and covering for dispatchers if they go on a call if no one else available.
- We need to add the Volunteer Fire Fighters Relief and Pension Fund to the February Board Meeting and I will start organizing the Pension Board members and Board Meeting and set a date..