

PLEASANT VALLEY FIRE DISTRICT

RECORDED MINUTES OF REGULAR BOARD MEETING, April 16, 2025 These minutes will be submitted for approval at the May 21, 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 17:34.
- 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, Ted Tucci – Treasurer by phone, John Norman – Member. Kathy stated that a quorum was present.
 - b. **Board Member(s) not present:**
 - c. **FD staff present:** Chief – Mark Stratton, Admin – Terri Swanson, Eileen Packer, Beth Talbot
 - d. **Gila County:** Gila County Sheriff Deputy Chance Creesy
 - e. **Public present:** none
- 4) **Call to the public:** none
- 5) **Approval of Minutes of the:**
 - a. **Regular Session March 19, 2025** – Bob made a motion to accept the minutes of the March 19, 2025 meeting, John seconded, and the motion carried unanimously.
 - b. **Emergency Session April 02, 2025** – Bob made a motion to accept the minutes of the April 02, 2025 meeting, John seconded, and the motion carried unanimously.
 - c. **Special Session April 10, 2025** – Bob made a motion to accept the minutes of the April 10, 2025 meeting, John 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 March 2025:**
 - County Balance in General Funds less uncleared warrants of \$ 93,436.31
 - Capital Reserve balance of \$ 216,956.75;
 - Pension Fund balance of \$ 24,851.55;Kathy Hunt reviewed the Treasurer's report. Bob Turner made a motion to accept the March 2025 Treasurer's report, John seconded and the motion passed unanimously.
- 7) **Legislative Report:** no updates

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8) Business: Information/Discussion/Vote

- a. Approve proposed budget** – The tax rate remains at \$2.25 per \$100 of assessed valuation, which along with FDAT and interest results in a total budget of \$272,944.88. A copy of the proposed budget is attached to these minutes. Peter made a motion to approve the proposed budget, Bob seconded and the motion passed unanimously.
- b. Tender capital approval** – Based on the market, Chief requested an increase in the allowable amount of capital to acquire a tender. Bob made a motion to approve a capital expenditure of up to \$110K to purchase a tender. John seconded and the motion passed unanimously.
- c. Grant update** – Julee Recker has submitted the grant application to Firehouse Subs for side by side with EMT package.
- d. Insurance for fire hall use and rental agreement** – Bob made a motion to accept the hall rental agreement with insurance requirement. John seconded and the motion passed unanimously.
- e. Chief Recruitment** – Terri has posted the flyer at multiple locations in town and has sent to all the fire district admins in the state.
- f. Repeater funding** - Tabled

9) Items for Future Agendas

- 1. Repeater funding
- 2. Chief interviews
- 3. Approve budget
- 4. Approve budget resolution

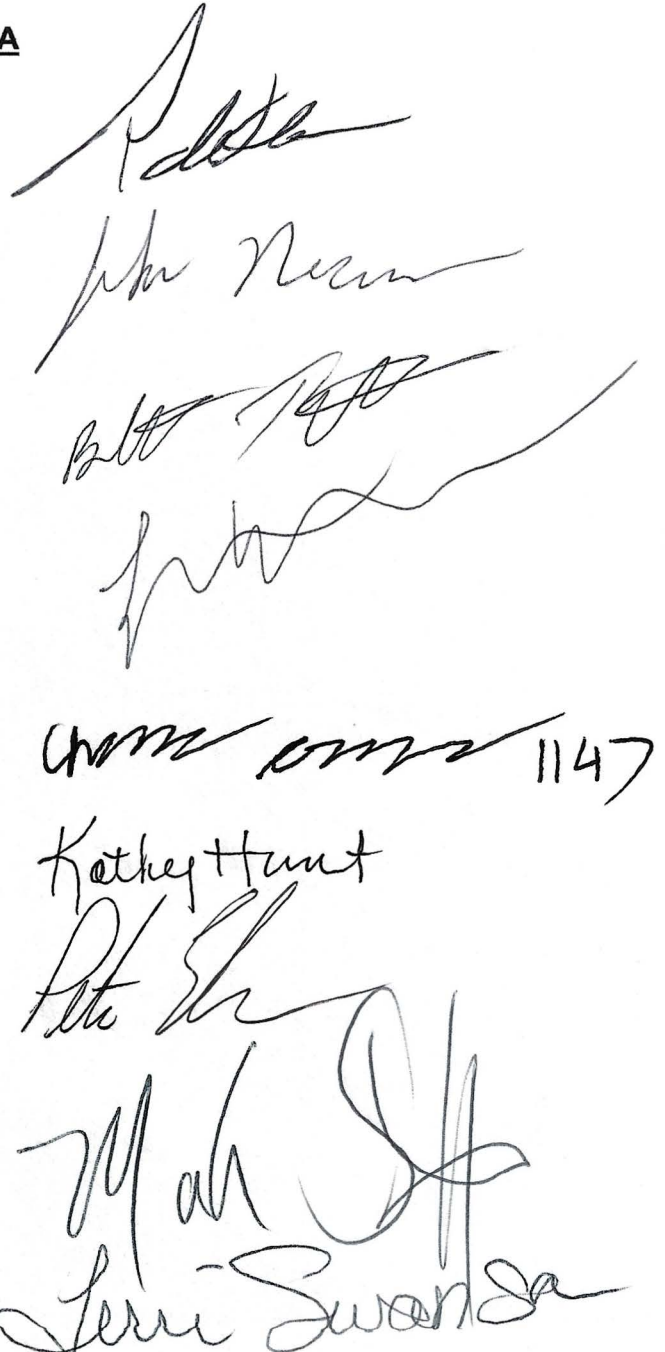
- 10) Adjournment** – Ted made a motion to adjourn at 17:50, Bob seconded and the motion carried unanimously.

NOTICE: Regular Session and Executive Session of Pleasant Valley Fire District on April 16, 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 March 19, 2025
 - b) Emergency Session of April 02, 2025
 - c) Special Session of April 10, 2025
- 6) Reports and Correspondence - Information/Discussion/Vote
 - a) Chief's Report
 - b) Admin Report; District Calendar Review
 - c) Treasurer's Report for March 2025
- 7) Legislative report
- 8) Business – Information/Discussion/Vote
 - Approve proposed budget
 - Tender capital approval
 - Grant update
 - Insurance for fire hall use and rental agreement
 - Chief recruitment
 - Repeater funding
- 9) Items for future agendas
- 10) Adjournment



Handwritten signatures of board members, including names like "Kathy Hunt" and "Leri Swanson", and a date "1147".

Pursuant to ARS 48-805 the Governing Board of the PVFD has approved the posting and publication of the Fire Districts Budget for Fiscal Year 2024-2025

Comments are to be directed to the District Governing Board by mail at:

PVFD Board
PO Box 97
Young, AZ 85554

PLEASANT VALLEY FIRE DISTRICT

Proposed Annual Budget for July 1, 2025 -June 30, 2026



<u>Expense</u>	<u>Proposed Budget</u>
Accounting:	\$ 3,000.00
Board Expense:	\$ 5,000.00
Building Maintenance:	\$ 4,000.00
Communications:	\$ 1,500.00
Conf./Dues/Subscriptions:	\$ 5,275.00
Contingency:	\$ 35,000.00
Department Labor:	\$ 42,000.00
Department Stipends:	\$ 25,000.00
Dept Payroll Tax Portion	\$ 7,000.00
EMS:	\$ 15,250.00
Equipment & Tools:	\$ 12,000.00
Fire:	\$ 10,000.00
Fleet Management:	\$ 14,758.00
x Insurance:	\$ 20,000.00
Office Expense:	\$ 5,000.00
Utilities:	\$ 13,500.00
Capital Reserve Funding:	\$ 54,661.88
<u>TOTAL:</u>	<u>\$ 272,944.88</u>
PVFD Revenue:	
District Tax Assessment	\$ 11,215,328.00
PVFD Tax rate per \$100 of Assessed Valuation	\$ 2.25
District Tax Assessment per \$100 of Assessed Valuation	\$ 252,344.88
Fire District Assistance Tax (FDAT)	\$ 19,000.00
Carry Over from General Funds	\$ -
Interest on investments	\$ 1,600.00
Revenue Subtotal:	\$ -
Wildland	
Operating Revenues (EMS, billing, etc.)	
Grants	
<u>Total:</u>	<u>\$ 272,944.88</u>



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 April 16, 2025

PVFD Chief's Report for March 2025

Calls for March:

4 EMS 0 Stage Event 0 Fires 21 Control Burns 0 Cancelled Call
2 Patients Flown; 1 by Ground Transport; 0 Ground Transport Refusal
1 Air Refusal; 1 Public Assist and 0 DOA
Calendar YTD, 57 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 March 2025

- Worked on the 2025-2026 budget with Terri
- Purchased materials for the new repeater building
- Attended the Special board meeting. Worked on the 2025-2026 budget and new Chief advertisement.
- Attended an emergency board meeting in reference to personnel issues
- Working on training schedule with the Arizona Forestry Service

Admin Report for March 2025

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 through Friday.

- Worked on the REPORT OF VOLUNTEER FIRE FIGHTERS RELIEF AND PENSION FUND paperwork and submitted it online.
- Worked on organizing a group photo for the Department
- Worked on a Flyer for advertising The Fire Chief's Position.
- I researched and found the Hall user agreement that did not show pricing, so will use this form moving forward.
- Insurance...The Community Church was able to provide a Certificate of Insurance for the use of the Hall for Sunday School each Sunday. I have reached out to individual's that use the Hall periodically and informed them that they will need to get a COI for us to continue using the Hall in the Future, including PVFD members when using it on personal time/matters.
- Scheduled the next HWY Clean up for PVFD for May 17, 2025
- 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.