

**MINUTES OF THE REGULAR MEETING OF GOVERNING BOARD OF THE
NORTHERN ARIZONA FIRE DISTRICT
THURSDAY, JUNE 20, 2024**

The Governing Board of the Northern Arizona Fire District met this 20th day of June 2024, at 6:00 p.m. for its regular monthly meeting at the Fire Administration Building at 2600 E Northern Avenue, Kingman, Arizona.

1. **CALL TO ORDER** – The meeting was called to order by Chairman Bailey at 6:00 p.m.
2. **PLEDGE OF ALLEGIANCE** – Chairman Bailey led the Pledge of Allegiance.
3. **ROLL CALL OF BOARD MEMBERS** – Board members present were Chairman Jim Bailey, Director John Bryant, and Director Sue Brown. Director Tim Bonnee was present via Zoom and Director Mike Collins was absent.
4. **CALL TO THE PUBLIC** – The District may, but is not required to, give the public an opportunity to speak about any issue. A.R.S. §38-431.01(H).
5. **APPROVAL OF MINUTES** –
 - Approval of Regular Meeting Minutes of May 16, 2024
 - Director Bryant motioned to approve the consent agenda meeting minutes.
 - Director Bonnee seconded. All in favor, motion carried.
6. **REPORTS AND CORRESPONDENCE**
 - A. Chief's Report – Chief Dallman gave his report in accordance with his memorandum and Chief Cunningham provided the Monthly Performance Report, both in the board packet.
 - B. Financial Report – No discussion.
 - C. Correspondence – Jeff and Marla said thanks for everyone's help with the Peacock Wildfire.
7. **DISCUSSION AND POSSIBLE ACTION RE:**
 - A. **APPROVAL OF JUNE FINANCIAL REPORTS**
 - No Discussion
 - Director Bonnee motioned to approve the financial reports as listed.
 - Director Bryant seconded. All in favor, motion carried.
 - B. **REVIEW, DISCUSSION, AND POSSIBLE ACTION ON EMERGENCY VEHICLE REPAIR'S ESTIMATE FOR RESERVE E-311'S ENGINE REBUILD.**
 - Chief Cunningham and Chief Dallman explained that the current reserve vehicle we have in service only seats two, and should we ever have a three-man crew, we will need a bigger reserve vehicle. Director Bryant expressed his concern, saying that he did not want to repair one expensive part just for others to go bad shortly thereafter. Chris from Emergency Vehicle Repair, who was in attendance, stated that there was still life left in the previous E-311. It would be worth rebuilding the engine and would make a good reserve fire truck.
 - Director Bryant motioned to approve the cost (\$39,278.81) for Reserve E-311's engine rebuild.
 - Director Brown seconded. All in favor, motion carried.
 - C. **REVIEW, DISCUSSION, AND POSSIBLE ACTION ON THE PROPOSED NEW PAYSCALE FOR FY 24-25.**
 - Chief Cunningham presented a proposed pay scale for board approval. The proposed pay scale includes a 3.5% COLA and an increase to the paramedic stipend of \$3.50.
 - Chairman Bailey motioned to approve the proposed pay scale at a 3.5% COLA and paramedic stipend increase to \$3.50 for fiscal year 2024-2025.
 - Director Brown seconded. All in favor, motion carried.

D. REVIEW, DISCUSSION, AND POSSIBLE ACTION ON THE PROPOSED BUDGET FOR FY 24-25.

- Chief Cunningham presented the board with four proposed budget options.
 - Chairman Bailey motioned to approve the proposed budget at the 3.75% Levy for fiscal year 2024-2025.
 - Director Bonnee seconded. All in favor, motion carried.

E. REVIEW, DISCUSSION, AND POSSIBLE ACTION ON THE CITY OF KINGMAN'S HYDRANT MAINTENANCE ALLOCATION FOR FY 24-25.

- Chief Cunningham explained that what was budgeted was approximately \$5,000 lower than the quote given by the city (\$40,289.00) and that would need to be adjusted.
 - Chairman Bailey motioned to approve the City of Kingman's hydrant maintenance allocation for fiscal year 2024-2025.
 - Director Bonnee seconded. All in favor, motion carried.

F. REVIEW, DISCUSSION, AND POSSIBLE ACTION ON ADDING THREE NEW SUBSECTIONS TO NAFD'S HUMAN RESOURCES MANUAL.

- Chief Cunningham explained that the three subsections that needed to be added to the HR manual were all concerning wildland compensation. He stated that unless it's explicitly written into the policy, the state will not properly reimburse NAFD for the R&R time allotted to those working a continual 14-day assignment.
 - Chairman Bailey motioned to approve adding three new subsections to Northern Arizona Fire District's human resource manual.
 - Director Bryant seconded. All in favor, motion carried.

G. REVIEW, DISCUSSION, AND POSSIBLE ACTION ON FURTHER PRICE UPDATES AND REALIGNMENT TO NAFD'S FEE SCHEDULE.

- Chief Cunningham explained that he felt further alignment was necessary to the district's fee schedule, considering NAFD's pricing is the lowest out of any other local department. There were also certain services provided which provided no fee at all. Director Bryant mentioned that, despite a want for income for the district, he believed that use of the assembly room specifically should continue being a free service to district taxpayers but would ultimately be left up to the discretion of the Fire Chief on a case-by-case basis.
 - Chairman Bailey motioned to approve the updated pricing for Northern Arizona Fire District's fee schedule.
 - Director Bonnee seconded. All in favor, motion carried.

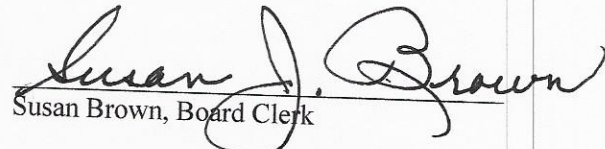
8. ANNOUNCEMENTS – No announcements.

9. ADJOURNMENT –

- Chairman Bailey motioned to adjourn at 6:42 p.m.
- Director Bryant seconded. All in favor, motion carried.

These minutes were prepared and posted by Emily Byrne on June 24, 2024.


James Bailey, Board Chairman


Susan Brown, Board Clerk