

**MINUTES OF THE REGULAR MEETING OF GOVERNING BOARD OF THE
NORTHERN ARIZONA FIRE DISTRICT
THURSDAY, JULY 27, 2023**

The Governing Board of the Northern Arizona Fire District met this 27th day of July 2023, 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, Director Timothy Bonnee, Director Sue Brown and Director Mike Collins
4. **CALL TO THE PUBLIC** – The District may, but is not required to, give the public an opportunity to speak to any issue. A.R.S. §38-431.01(H).
5. **APPROVAL OF MINUTES** –
 - Chairman Bailey stated that Special Meeting Minutes and Executive Meeting Minutes were provided but not on the consent agenda and will be added August 17, 2023 Regular meeting.
 - Approval of Executive Meeting minutes of May 24, 2023
 - Approval of Executive Meeting minutes of May 31, 2023
 - Approval of Regular Meeting minutes of June 15, 2023
 - Approval of Executive Meeting minutes of June 15, 2023
 - Approval of Special Meeting minutes of June 21, 2023
 - Approval of Executive Meeting minutes of June 21, 2023
 - Chairman Bailey motioned to approve the consent agenda meeting minutes.
 - Director Bonnee seconded, All in favor, motion passed.
6. **REPORTS AND CORRESPONDENCE**
 - A. Chief's Report – Chief Dallman gave his report in accordance with his memorandum and the Monthly Performance Report, both in the board packet.
 - B. Financial Report – No discussion.
 - C. Correspondence – No correspondence provided.
7. **DISCUSSION AND POSSIBLE ACTION RE:**
 - A. **Approval of the June Financial Report.** No discussion of the June Financial Report.
 - Director Collins made a motion to approve the June Financial Report as provided.
 - Director Bonnee seconded. All in favor, motion carried.
 - B. **Review, Discussion, and Possible Action on the Adoption of Site License Agreement Between Cactus Intertie Inc., and NAFD.**
 - Interim Chief Dallman stated that the agreement had gone back and forth, and we got the final agreement a week before the meeting. He added a couple things about frequencies, who is going to be repairing the tower and the people doing maintenance on the tower, but the rest is the same. Chairman Bailey noticed that the cover letter states 15% growth but the contract itself stated 10% growth. The administrative assistant stated that the cover letter was sent with the original contract before any changes were made. Director Bryant asked which number would be the growth amount the cover sheet or the contract amount?

Chairman Bailey asked the district attorney that question and she stated that the amount in the contract will be the correct amount. Chairman Bailey then asked about the stipulation that states that if we decide to allow another company to use the tower that we will have to help with the cost of propane and was wondering if that was originally in there with the Wecom contract. The attorney stated that this is a contract that has been around for a long time with these stipulations, and it is a very uncommon contract.

- Chairman Bailey motioned to approve the lease agreement between Cactus Intertie INC and NAFD.
- Director Bonnee seconded. All in favor, motion passed.

C. Review Discussion, and Possible Action on the Purchase for Wildland Radios.

- Interim Chief Dallman provided in the board packets three bids for two wildland radios and the charging ports and cords with the cheapest being about \$6,118.90. Interim Chief Dallman stated that they use the King radios for wildland deployment because they are programed in the field for communication since the frequencies are different everywhere they go. The radios that we have now are no longer compatible for wildland fire fighting. Dallman then stated that it was brought to his attention that there is a company that is a little cheaper and that if it is approved that he will go with that company. Director Bryant stated that he wanted to be sure that the cheaper radios are going to be everything we need if not we need to spend the little bit more money Dallman stated that they will do the same thing because there is a certain regulation that the radios must be.
 - Director Collins approved \$6,500 for two wildland radios.
 - Director Bonnee seconded. All in favor, motion carried.

D. Review, Discussion, and Possible Action on Purchase for Six New iPads.

- Interim Chief Dallman stated that we have been working on getting MDT's on our trucks to communicate more efficiently with dispatch. They have come up with a version called Flex Touch that operates on iPads that we will put in engines to give us information on which trucks are available or not, a little mapping information, as well as the ability to stamp our own times on when on route. Two bids were provided with the same price, being \$3,885.00 but this amount does not include mounting. Director Bryant asked what was going to cost us \$20,000 eight months ago is now only going to cost us \$4,000. Dallman said yes, we wont get the full information that MDT's provide but it gives us a lot of the things we are looking for.
 - Director Bonnee motioned to allow spending up to \$5,000.00 on six new iPads and mounting devices.
 - Director Bryant seconded. All in favor, motion carried.

E. Review, Discussion and Possible Action on Participating in the Joint Powers Authority (JPA) Study.

- Chief Dallman stated that the JPA is combining all the river districts to become one in operations. The letter provided asking who is interested in this with no commitment and to do a study to see if it would work out. The amount of the study fluctuates depending on if the departments would be interested in joining the JPA. Dallman stated that the cost could be anywhere from maybe \$4,000 to \$8,000. It will give information on where things are going and how it will work. So far only 5 districts out of 14 districts have expressed interest and the deadline is August 1, 2023, to participate in the Study. Chairman Bailey stated that he is not wanting any of our personnel to be in jeopardy but would be a good idea to get information about it. Director Bonnee stated that with a JPA that our personnel will not have a choice on where they go, they can be pulled to work in Fort Mohave. Director Bryant stated that he does not want any employee to be penalized and lose any wage amount. It was stated by Director Bonnee that they way it was discussed is that there will be the same pay across the board for all district that become part of the JPA. Director Collins stated that there is no way around over lapping positions to not be lose or demoted down.

He said that the Firefighters will be safe but all Chiefs, BC's, captains will be moved around and in different positions, that's the point of a JPA to save on cost. He also stated that he understands that as a board they will hand over the resources, they won't handle chiefs or policies anymore they will not handle anything but handing over resources which will be allocated be the JPA board. Director Bryant stated that he is committing to the Study but not fully to the JPA until they have more answers. Director Bonnee mentioned that last he heard the study cost was at about \$10,000 for the study. Director Collins stated that there is a lot of benefit as long as the districts that are close by. He then stated that with it being a JPA that they can pull out of it at any time, which Director Bonnee stated that he asked Chief Moore that question and he said they stated that "once you're in, you're in" and director Collins asked then how is that different then a merger. The attorney was asked if she was familiar with that and she stated that with JPA they are able to pull out, depending on the structure of the JPA, and suggested having a discussion meeting to have information, part of that should be answered with the feasible study. Director Collins compared it to Dispatch that we are in a IGA with dispatch but we can get out of that. Collin's said that the JPA would have to have a renewing contract date or end date, it is not a forever thing. Director Bryant said that he also does not want them to come in and tell us that we will have to increase our tax rate as well. Director Collins informed him that they cannot raise the district's tax rate without the board's approval, but they can give us an amount that we have to contribute and if we cannot pay that we will have to increase our tax limit.

- Director Collins motioned for the district to spend up to \$10,000 to participate in the feasible study for the JPA.
- Director Bryant seconded. Three in favor, one opposed, motion passed.

F. Executive Session Regarding Dennis Hoke's Employment Contract, Separation From Employment And His Threatened Litigation.

The Board may vote to go into executive session pursuant to ARS Sec. 38-431.03(A) (3) and (4) for discussion or consultation for legal advice with the attorney or the attorneys for the district and discussion or consultation with the attorney or attorneys for the district in order to consider its position and instruct its attorneys regarding the district's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation with regarding to Dennis Hoke's employment contract, termination of employment, and his threatened litigation.

- Director Bryant motioned to go into executive session.
- Director Bonnee seconded. All in favor, motion carried.
- Chairman Bailey admonished the board that executive sessions are confidential pursuant to A.R.S. § 38-431.03(C).
- Executive session started at 6:42pm

G. Hoke's Separation From Employment- review, discussion, and possible action regarding Dennis Hoke's employment contract, separation from employment, release and waiver agreement, and his threatened litigation.

- No action needed.

H. Executive Session Regarding Pending Ecco Charge And Mediation. The Board may vote to go into executive session pursuant to ARS Sec. 38-431.03(A) (3) and (4) for discussion or consultation for legal advice with the attorney or the attorneys for the district and discussion or consultation with the attorney or attorneys for the district in order to consider its position and instruct its attorneys regarding the district's position regarding pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation with regard to the pending EEOC charge and mediation.

- Director Bryant motioned to go into executive session.
- Director Bonnee seconded. All in favor, motion carried.

- Chairman Bailey admonished the board that executive sessions are confidential pursuant to A.R.S. § 38-431.03(C).
- Executive session started at 6:42pm

I. EEOC CHARGE AND MEDIATION – review, discussion, and possible action regarding EEOC Charge and mediation and delegation and scope of authority to Board Clerk to act on behalf of Board at mediation.

- No action needed.

J. Review, Discussion, And Possible Action On Giving The Administrative Assistant A Pay Increase To Accommodate The Additional Workload.

- Interim Chief Dallman gave insight to board that the administrative assistant has meet with the comptroller in Golden Valley and went over a lot of different things, her workload has since increased immensely. Suggested a step 9 administrative assistant on the approved pay scale.
 - Director Collins made a motion approve a step 9 administrative assistant,
 - Director Bonnee seconded. All in favor, motion carried.

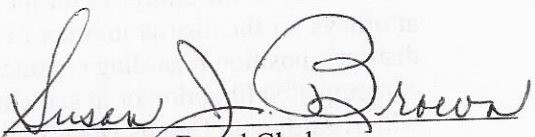
8. ANNOUNCEMENTS –

- Director Collins stated that at the next Regular Board meeting, according to policy 1-006, to evaluate Interim Chief Dallman a pay adjustment as well.

8. ADJOURNMENT – Director Bailey moved to adjourn the meeting and Director Collins seconded it. Passed by unanimous decision. Motion carried. The meeting was adjourned at 7:18 p.m.

These minutes were prepared and posted by Megan Dropulic on August 1, 2023.


James Bailey, Board Chairman


Susan Brown, Board Clerk