

**MINUTES OF THE REGULAR MEETING OF GOVERNING BOARD OF THE
NORTHERN ARIZONA FIRE DISTRICT
THURSDAY, SEPTEMBER 14, 2023**

The Governing Board of the Northern Arizona Fire District met this 14th day of September 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 Sue Brown. Present Via Zoom: Director Mike Collins, Absent: Director Timothy Bonnee.
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** –
 - Approval of Executive Meeting minutes of August 17,2023
 - Approval of Regular Meeting Minutes of August 17, 2023
 - Approval of Executive Meeting Minutes of August 30,2023
 - Approval of Special Meeting Minutes of August 30,2023
 - Director Bryant motioned to approve the consent agenda meeting minutes.
 - Director Brown 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 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 JULY FINANCIAL REPORTS**
 - No Discussion
 - Chairman Bailey motioned to approve the PSPRS Fund Policy.
 - Director Brown seconded. All in favor, motion carried.
 - B. **REVIEW, DISCUSSION AND POSSIBLE ACTION ON SHARED ADMINISTRATIVE SERVICES WITH GOLDEN VALLEY FIRE DISTRICT.**
 - Interim Chief Dallman provided a cost breakdown. He told the board that if it is needed possibly workshops, going to Golden Valley's board meeting and things would form and try doing this for a year and see if it were something that would work for both of our departments. He told the board that it would save us about \$28,000.00 a year and we would be adding 3 positions that are needed; a Fire Chief to oversee administration for both departments, Fire Marshall and assistant for the Fire Marshall, and an administrative assistant, and Interim Fire Chief Dallman will be Assistant Chief to oversee operations for both departments. Director Bailey asked Chief Cunningham if the cost difference would be good for Golden Valley as well, and he said it is about the same.
 - Chairman Bailey motioned to approve a shared service with Golden Valley Fire District.

- o Director Bryant seconded. All in favor, motion carried.

C. REVIEW, DISCUSSION, AND POSSIBLE ACTION ALLOWING TWO EMPLOYEES WHO DID NOT PAY FOR THEIR PORTION OF MEDICAL INSURANCE FOR A YEAR, USE THEIR EARNED TIME TO PAY BACK THE DISTRICT.

- The administrative Assistant explained that a mistake was made by previous staff and it resulted in two employee's portions of medical not being paid, only the company's portion was. She had spoke with the district attorney and accountant and they both said it was okay on a legal aspect. On a payroll we will pay them out and they will sign a contract stating that the employees will either allow us to deduct it from their paycheck or they will pay the district back with a check or cash.
 - o Chairman Bailey motioned to allow the two employees to use their earned time to pay the district back.
 - o Director Bryant seconded. All in favor, motioned carried.

D. REVIEW, DISCUSSION, AND POSSIBLE APPROVAL TO GET A CREDIT CARD FROM THE NATIONAL BANK OF ARIZONA.

- Interim Fire Chief Dallman told the board that the one credit card that we have currently is not enough to cover all the auto draft things that we have being paid on it and anything extra we may need. We would just use this new one for wildland and if we need something and the credit card is almost to the credit limit.
 - o Chairman Bailey motioned to approve to get a second credit card from the National Bank of America.
 - o Director Bryant seconded. All in favor, motioned carried.

E. REVIEW, DISSCUSION, AND POSSIBLE ACTION ON RENEWAL OF STYKER CONTRACT.

- o Chairman Bailey motioned to approve the renewal of the Stryker contract.
- o Director Bryant seconded. All in favor, motion carried.

F. REVIEW, DISCUSSION, AND POSSIBLE ACTION ON RESOLUTION 2023-007; TOWERCOM COMMUNICATION TOWER

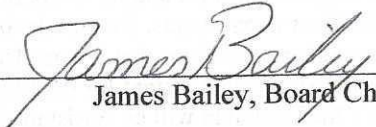
- Interim Chief Dallman explained that this resolution with for the Towercom Communication Tower that has been brought up in previous meetings, this resolution just makes sure that the COP's are still going to be okay with having an income come in from the property. Interim Chief Dallman stated that this will be approval for the Resolution and the Towercom Communication Tower contract as well.
 - o Chairman Bailey motioned to approve Resolution 2023-007 and the Towercom Communication Tower contract.
 - o Director Collins seconded. All in favor, motion carried.


8. ANNOUNCEMENTS –

9. ADJOURNMENT –

- o Chairman Bailey made a motion to adjourn at 6:20pm
- o Director Collins seconded. All in favor motion carried.

These minutes were prepared and posted by Megan Dropulic on September 18, 2023.


James Bailey, Board Chairman


Susan Brown, Board Clerk