

**MINUTES OF THE REGULAR MEETING OF THE FIRE BOARD OF NORTHERN ARIZONA
CONSOLIDATED FIRE DISTRICT #1
THURSDAY, AUGUST 16, 2018**

The Governing Board of the Northern Arizona Consolidated Fire District #1 met this 16th day of August, 2018, at 6:00 p.m. for its regular meeting, at 2485 Northern Avenue, in North Kingman (Kingman, AZ. 86409).

1. **CALL TO ORDER** - The meeting was called to order by Chairman Bailey at 6:01 p.m.
2. **PLEDGE OF ALLEGIANCE** - Chairman Bailey led the Pledge of Allegiance.
3. **ROLL CALL OF BOARD MEMBERS** - Board members present – Chairman Bailey, Clerk Collins, Members Berg, Hays and Bryant.
4. **APPROVAL OF MINUTES** (for approval by unanimous consent after corrections/additions)
July 19, 2018 Regular Meeting Minutes
August 8, 2018 Special Meeting Minutes

Carl Hays moved to approve the minutes of July 19 and August 8, 2018; John Bryant seconded. The motion carried unanimously.

5. REPORTS AND CORRESPONDENCE

- A. **Chief's Report**
Chief King reviewed his report as provided in the memorandum and other items in the Board packets
- B. **Financial and Claims Report** (for approval by unanimous consent after corrections/additions)
There being no additions or corrections to the Financial and Claims Report, Chairman Bailey declared them approved as submitted.
- C. **Committee Reports**
Chief King reported on committee activities and answered questions of the Board, regarding:
 1. 2600 Northern renovation
 2. Recordings and minutes of board meetings
 3. Major capital assets acquisition and replacement schedule
Review of draft SOPs re replacement schedules for equipment and safety gear
 4. Audit of current employee qualifications
Review of a spreadsheet with certified staff hourly wages, certifications and qualifications
- D. **Correspondence and/or other information of importance**
Review of worker's comp claims history.

6. DISCUSSION AND POSSIBLE ACTION

- A. **Adoption of Final Job Description for Use in Fire Chief Recruitment**
John Bryant proposed a change in the requirement for aggregate years of experience from 12 to 10. Discussion ensued. Carl Hays moved to approve the Fire Chief Job Description with proposed change. Mike Collins seconded the motion. Motion carried unanimously.

B. Adoption of Salary Range for Fire Chief Recruitment

Mike Collins moved to set the Fire Chief salary range at 95K to 115K, with no stipends. Carl Hayes seconded the motion. Motion carried unanimously.

C. Resolution 2018-11 – Authorizing Hydrant Maintenance IGA with COK

John Bryant moved to approve Resolution 2018-11. Carl Hayes seconded the motion. Motion carried unanimously.

D. Adoption of “Positive Pay/Payee Validation” on Warrant Account

Item 6.D was removed from the agenda because it had been confirmed by the Mohave County Treasurer’s Office that the District is already on the appropriate program for Positive Pay/Payee Validation

E. Adoption of Process and/or Proposal for Improving Board Meeting Video and Audio Recording

Chief King reported that he received only one proposal for video/audio recording of meetings. The proposal was from Video by Elona Ostrom who was present and recording the meeting. Ms. Ostrom agreed that her proposed charges would include enhancement of audio and uploading of videos online. Mike Collins moved to approve the proposal with the proviso that the contractual relationship would be reviewed in 12 months. Erik Berg seconded and the motion carried unanimously.

7. CALL TO THE PUBLIC

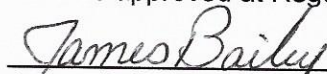
Two persons came forward for Call to the Public: Michael Boone and Arthur Garnica

8. BOARD MEMBER COMMENTS – There were no Board comments


9. ADJOURNMENT - The meeting was adjourned at 6:39 p.m.

These minutes were prepared and posted by Shannon Koalska, August 21, 2018

Minutes approved at Regular Meeting of the Board on September 20, 2018



James Bailey, Board Chairman



Mike Collins, Board Clerk