

**MINUTES OF THE REGULAR MEETING OF GOVERNING BOARD OF  
NORTHERN ARIZONA CONSOLIDATED FIRE DISTRICT #1  
THURSDAY, MAY 16, 2019**

The Governing Board of the Northern Arizona Consolidated Fire District #1 met this 16<sup>th</sup> day of May 2019, at 6:00 p.m. for its regular meeting, at 2485 Northern Avenue in Kingman, AZ 86409.

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 – Chairman Bailey, Board Clerk Collins, Board Member Bryant and Board Member Wilkin. Board Member Berg was present by phone.
4. **APPROVAL OF MINUTES** (for approval by unanimous consent after corrections/additions)  
The motion was made by Board Member Bryant and seconded by Board Member Wilkin to approve the April 18, 2019 Regular Meeting Minutes and the May 7, 2019 Special Meeting Minutes as submitted. Passed by unanimous decision. Motion carried.
5. **REPORTS AND CORRESPONDENCE**

A. Chief's Report

Interim Chief King reviewed the monthly statistics, fire prevention statistics, vehicles (E-341 repaired hydraulic leak; E-388 batteries need replacing, on order; E-361 alternator replaced; E-331 starter repaired; E-323 throttle switch repaired) and staffing (including 3 fulltime and 2 POC firefighters). Wildland Pack Test is in process and ongoing, hose testing is in process and wrapping up, the SCBA has been ordered and should arrive within 90 days, and the PPE were ordered and should arrive mid-August.

The Board Policy Manual were given to each Board Member with the reminder that according to the Board Policy Manual, the Fire Chief is responsible for the day to day operations of the Fire District and not Fire Board Members. From now on, any complaint or question from the community needs to be referred directly to the Fire Chief and Board Members are not to act independently as a liaison between the public and the Fire Administration.

Training includes: Continuing the training program with Kingman Fire; RT-130, Wildland refresher for Red Card certification; MAG 300, 2 completed the course in Bullhead; Mohave County Wildfire preparedness drill in Pinon Pines; Extinguisher Training, Interstate Trailers, 20 participants; and Fire Core, annual online training in process of building the program to mirror the KFD program.

B. Financial Report

There were no questions on the financial reports

C. Progress/Committee Reports

1. 2600 Northern Renovations. The RFP was received with only one qualified bid coming in from ROSCO Construction of Kingman, AZ. The Building Committee recommends: moving forward with ROSCO's bid and contract and using value

engineering between ROSCO, Marsh and Associates, and Northern Arizona Consolidated Fire District #1 to get the best price.

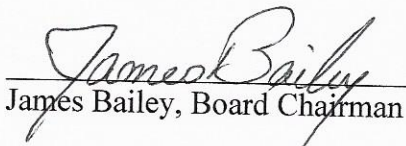
**6. DISCUSSION AND POSSIBLE ACTION RE:**

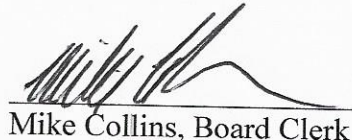
- A. Approval of April Financial Report. There was no discussion. Motion was made by Board Member Collins and seconded by Board Member Bryant to approve the April financial report as submitted. Passed by unanimous decision. Motion carried.
- B. Approval of the Agreement Between the City of Kingman, Northern Arizona Consolidated Fire District #1, Golden Valley Fire District, Pinon Pin Fire District, Pine Lakes Fire District, Lake Mohave Ranchos Fire District for Dispatch Services. There was no discussion. Motion was made to approve the agreement between the City of Kingman, Northern Arizona Consolidated Fire District #1, Golden Valley Fire District, Pinon Pin Fire District, Pine Lakes Fire District, Lake Mohave Ranchos Fire District for Dispatch Services by Board Member Wilkin and seconded by Board Member Collins. Board Member Bryant abstained from the vote. Passed by majority decision. Motion carried.
- C. Preliminary Adoption of FY 2019-2020 Budget for Posting and Publication. We are balanced, but workman's comp is going up \$40,000 due to claims this year. It will be coming out of Operations. There was a question on our uncollectable line item, we have 6% and it is usually 4%. Pay is static on this budget, meaning no pay raises. Motion to adopt the preliminary adoption of the FY 2019-2020 budget for posting and publication was made by Board Member Bryant and seconded by Board Member Wilkin. Passed by unanimous decision. Motion carried.
- D. Discussion of Snake Abatement and Possible Direction to Staff. Discussion was raised that we are not trained to handle/wrangle snakes, a special license is needed. Game and Fish, who are experts in abatement and have the authority, will not remove snakes; however, if a life is threatened, they will respond. It was suggested that residents need to call 911 where they will be given the phone number(s) to local snake wranglers. We do not kill bees. Beekeepers are to be called for bee removal. It was suggested that a flyer with the list of names be made available to the Valle Vista community. Chief King has an abatement list available (we have four listed wranglers) and Board Member Wilkin offered to disseminate the abatement phone list in that community. Motion was made to stop snake and bee abatement and to direct staff to post a list of abatement phone numbers in Valle Vista by Board Member Wilkin and seconded by Board Member Bryant. Passed by unanimous decision. Motion carried.
- E. Direction to staff to enter contractual negotiations for the remodel of 2600 Northern (i.e. New Station 31). It is very clear in the Procurement Policy (Procurement Policy was given to the Board Members) that the bid we received is good. We must have two bids to open – we had two bids, with one not qualifying by not meeting the requirements. Concern was raised that the bid does not include septic system, exhaust system in the bays, landscaping, and the appliance price was too high. All these concerns and more will be addressed in the negotiations before any contract is signed. Motion was made to direct staff to enter non-binding, contractual negotiations with ROSCO Construction and try to get it down to a price between \$700,000.00 and \$750,000.00 for the remodel of 2600 Northern by Board Member Bryant and seconded by Board Member Collins. Passed by unanimously decision. Motion carried.

- F. Approval to surplus the following apparatus: E-381 1983 Ford/Westates, purchased in 2006, 36 years old; E-311R 1990 Grumman, purchased in 2008, 29 years old; B-353 1999 Ford F550, purchased new, 20 years old. E-381 is overheating and won't pass the pump test – has not been used in over a year. B-388 will replace it and E-341R is also available; E-311R was scheduled to be taken out of service in FY 16-17 and is now parked on Northern. E-341R will replace it; B-353 has a not-rated pump and is over weighted. 312 to replace it, which holds the same amount of water, has higher clearance and a CAFS on it. We will not be short vehicles if we surplus these apparatuses. The motion was made to approve the surplus of the following apparatus: E-381 1983 Ford/Westates, purchased in 2006, 36 years old; E-311R 1990 Grumman, purchased in 2008, 29 years old; B-353 1999 Ford F550, purchased new, 20 years old by Board Member Bryant and seconded by Board Member Collins. Passed by unanimously decision. Motion carried.
- G. Approval of proposal by Paul Bisnett Tree Service to clean the alleyways in Butler, at \$135.00 per hour for 3 personnel and all equipment included not to exceed \$24,740.00 and in accordance with the AZDEM Grant. We are receiving \$18,000 from the grant and we will pay the difference. Arizona requires 3 bids if the purchase is between \$10,000 and \$100,000 with exceptions. Inadequate Competition Exception allows us to have under 3 bids, due to difficulty in finding someone to do the work, which we did. We must have this done by July 30, 2019 to keep the grant. Motion was made to approve the proposal by Paul Bisnett Tree Service to clean the alleyways in Butler, at \$135.00 per hour for 3 personnel and all equipment included not to exceed \$24,740.00 and in accordance with the AZDEM Grant by Board Member Bryant and seconded by Board Member Wilkin. Passed by unanimously decision. Motion carried.
- H. Approval of purchase of vehicle stabilization kits and airbag in accordance with the GOHS Grant. The actual price is \$19,695.18 with only \$932.18 out of pocket for Northern Arizona Consolidated Fire District #1. The grant is for \$18,763.00. We do have this in the budget for equipment. The vehicle stabilization kits are used for heavy rescue and will be put on the hazmat rig at Station 32, due to is proximity to the highway for highway accidents. Motion was made to approve of the purchase of vehicle stabilization kits and airbag not to exceed \$19,695.18 and in accordance with the GOHS grant by Board Member Collins and seconded by Board Member Bryant. Passed by unanimously decision. Motion carried.

7. **CALL TO THE PUBLIC** – Arthur Garnica spoke briefly and turned in two written complaints to Board Chairman Bailey.
8. **BOARD COMMENTS AND ANNOUNCEMENTS** – There were no comments or announcements by the Board.
9. **ADJOURNMENT** – Board Member Bryant moved to adjourn the meeting and Board Member Collins seconded it. The meeting was adjourned at 6:56 p.m.

These minutes were prepared and posted by Rhonda Johnson, May 20, 2019

  
James Bailey, Board Chairman

  
Mike Collins, Board Clerk