



Desert Hills Fire District

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Desert Hills Fire District Board Meeting Minutes Regular Meeting, April 17, 2024

1. Call to order

Board Member Roger called to order the Desert Hills Fire District Board meeting at **9:00 a.m. on Wednesday, April 17, 2024**, at the Desert Hills Fire Station Si-Mock Room located at 3983 London Bridge Road, Lake Havasu City, AZ.

2. Pledge of Allegiance

Pledge of Allegiance commenced by Board Member Roger

3. Roll Call

The following Board Members were present:

Tom Roger
Curtis Schafer
Char Beltran - Absent
Jimmy Wilson
Rich Fountain

Also, in attendance:

Battalion Chief Stanec
Battalion Chief Bunn
Administrative Specialist Harrison

4. Call to the Public: Curtis Schafer stated the American Legion donated \$659 to DHFD.

5. Approval of Regular Meeting Minutes for March 20, 2024: Board Member Wilson motioned to accept meeting minutes as presented, seconded by Board Member Schafer, all in favor.

6. Reports:

a) **Fire Administration Report:** BC Stanec reports:

- At the last board meeting I spoke about the Congressional District Spending Appropriations which is funds allocated by our State Senators to fund projects that they deem worthy. I applied for EMS money request through the Health Resources Services. In that funding I requested for two life pack 15's and I also requested two Lucas CPR devices and all the accessories that come along with those units. That request is for \$223,033 with no match.
- I also requested a new engine, the cost is now \$950,000, but I added a 10% increase in the cost for a total of \$1,039,500, This was requested through the USDA account. There is a 25% match, which would be \$259,875.
- We also applied for the Fire Prevention Grant which is same grant we received for the sign board. This grant is going to be a smoke detector campaign and will be focused on residents 65 and older, people with disabilities and low-income residents. We asked for \$118,540 with a match of \$5,645. Part of that grant would be them supplying us with smoke detectors, advertising material and covering overtime for out off-duty fire fighters to kick off the campaign, putting up door hangers, handing out flyers and installing smoke detectors.

- The last thing I have to report on is unfortunately Bryce Martens accepted a position with Lake Havasu City Fire, also Matt French accepted a promotion in Quartzite.
- b) **Fire Operation Report:** BC Bunn reports:
- This month we are at 238 calls which is up by 76 calls. From last board meeting we ran three significant motor vehicle accidents. Myself and C shift we had a roll-over of a semi. Thanks to efforts of Captain Sayre and his crew and the tow crew we got everything out in a timely manner.
 - We also had a near miss head on at MP193 with B shift, we were very fortunate that no-one was killed.
 - Lastly, we had a motorcycle down on MP93, people stopped to help and unfortunately a driver going north bound drove through the scene didn't strike anybody but struck two other motorcycles sending them all over the road, then hit head on with another vehicle heading southbound. It sounded bad but fortunately there was only one patient. Captain Sayre updates on the patient, she is out of the hospital but will have multiple surgeries. Good job to all the crews that responded.
 - I submitted an AGF Grant, I mentioned last board meeting that we need new self-containing breathing apparatus packs. I submitted an AFG in the total amount of \$289,000 for brand new packs and fit testing equipment. Our match would be about \$15,000 if we get awarded.
 - I have a training update. New radio training is complete by all personnel. Captain Glombowski organized landing zone training. We had actual helicopters here for a couple of day. The crews from Care Flight put a class on for all of us and we sat through an hour training.
 - BC Stanec attended Command and Control of Wildland Urban Interface in Kingman last week.
 - I went back to college. Class started up last week for the Fire Officer 1 class. My goal is to get it finished so we can pass it on to another Captain.
- c) **Auxiliary Report:** Rich Fountain reported we did 418 breakfasts for the last breakfast of the year. With the \$10,000 previously donated, we donated another \$25,000 for a total of \$35,000 for this season. It's a lot of hard work but we have a great group of volunteers.

7. New Business:

- a.) Discussion and possible action re: Approval of monthly Financial Report. Administrative Specialist Harrison states that the Grant Savings Account is \$26,081.06, Payroll Account \$29,579.38, Special Revenue Checking Account \$17,367.31, Special Revenue Savings Account \$240,931.53, Warrant Account \$1,337,747.49 Petty Cash \$100.00, with a total balance of \$1,651,806.77. Motioned by Board Member Schafer to approve the financial report as presented, seconded by Board Member Fountain, all in favor.
- b.) Discussion and possible action re: Acceptance of Auxiliary Donation. Board Member Wilson motions to accept the Auxiliary's donation of \$25,000, second by Board Member Schafer, all in favor.
- c.) Discussion and possible action re: Adoption of Fee Schedule. BC Stanec states the previous fee schedule is attached; it was adopted in 2017. We have since hired a full-time fire inspector. Fire Inspector Stancil has revised the fee schedule. Board Member Roger motioned to approve the new fee schedule, second by Board Member Wilson, all in favor.
- d.) Discussion and possible action re: approve the cost of radio installation. BC Bunn states we received \$100,000 from Supervisor Ron Gould to purchase new communications equipment. We spent \$98,231.59. We are asking to approve \$2,605.40 to pay a company to professionally install these radios in our equipment. These radios are all brand new and need to be installed in the engines. The old radios and wiring need to be pulled out and new wires installed to be sure the equipment works properly. The company is IFC, that is the company we purchased the radios from. Board Member Wilson motioned to approve \$2,605.40 to install the new radios, second by Board Member Schafer, all in favor.
- e.) Discussion and possible action re: Budget Workshop. BC Stanec begins with last month I gave you a lot of information to see what direction the board wanted Admin Harrison and I to take in building the budget.
- Attached is a budget timeline. On May 15th we are hoping to except the proposed budget with the information discussed at this meeting. At the last board meeting we discussed not increasing our levy limit if possible and staying at the 3.50% limit. Also attached are two estimated budgets, one at 3.50% and one at 3.75%. The only difference between the two is the levy limits. Its looking as if we will be able to stay at 3.50% levy limit.
 - We built a pay range instead of our current pay scale which will make managing wages easier. We feel this pay range is favorable for our department and is comparable to like size departments. Our focus on the pay scale was breaking up our contractions between the ranks. Currently our entry level Fire Fighter/EMT pay is comparable around the county. Where we found our deficiency was in the engineer, paramedic and Captain levels. We are looking to increase starting pay for those positions. Most departments around the county pay about a \$10,000 incentive to be a paramedic. Admin Harrison response that the proposed wage increase is

\$201,000 and health benefits increase of \$28,000. We do not have a quote for Workers Compensation yet.

- Board Member Roger motions to adopt the new pay range as presented, approve the increase in health benefits for budget purpose and to keep the levies limit at 3.50%, second by Board Member Schafer, all in favor.

f.) Discussion and possible actions for the Chief's Evaluation. The Board of Directors may by motion recess into Executive session for board discussion, pursuant to A.R.S, 38-431.03(A). Board Member Roger motioned to go into executive session at 9:54, second by Board member Fountain, all in favor. Board Member Roger motion to reconvene at 10:56. Board Member Roger states both Chiefs have a satisfactory evaluation and no action is required.

8. Board Member Comments:

- a) New Business to be considered on future agendas: Retention Committee meeting, Portal to Portal for Wildland and The Craig Tiger Act.
- b) Comments: None

9. Adjourn: Motion to adjourn at 11:03 by Board Member Wilson, second by Board Member Roger, all in favor.