



Desert Hills Fire District

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Desert Hills Fire District Board Meeting Minutes Regular Meeting, April 19, 2023

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 19, 2023** 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
Jimmy Wilson
Rich Fountain

Also, in attendance:

Battalion Chief Stanec
Battalion Chief Bunn
Administrative Specialist Harrison

4. Call to the Public: None

5. Approval of Regular Meeting Minutes for March 15, 2023: Board Member Fountain motions to accept the meeting minutes with the addition of "BM Beltran volunteered to be on the Retention Committee, seconded by Board Member Schafer, all in favor.

6. Reports:

- **Fire Administration Report:** Battalion Chief Stanec states:
 - On March 30th, we participated in the Mohave County Wildland Drill at the base of the Hualapai Mountains. This was a multi-agency training that brought together the wildland departments in the county. There were four (4) training evolutions that each engine crew participate in. The training was ran as an actual wildfire threatening the area.
 - On April 6th, I attended an After-Action Review of the train derailment north of our district. The county has a county wide hazmat plan, The derailment was in an unincorporated area and the incident went fine, there was not hazardous material involved. DHFD, Kingman Fire, LHC Fire, DPS Hazmat, MCSO and MCSO's PIO and dispatchers came together to reviewed the county wide hazmat plan. With Kingman Hazmat and

LHC Hazmat in the room with us, they were able to better explain their capabilities on incidents such as that one. DHFD is at an awareness level, we can identify, evacuations and isolate., but Kingman and LHC Hazmat have the techs, who can go into the scenes, so whatever they need to do to mitigate that situation.

- Myself and six (6) other Chiefs were invited to sit on the AZ State Procurement Contract Award for Incident Command Software. I am now better versed in the procurement process. We ended up recommending two (2) companies for the award.
 - At Monday's Board of Supervisors meeting, the Finance Director for the county is looking at ways to increase revenues for the county. There is a State Statute that says the county can charge a fee to fire districts. This is because the assessor's office does the evaluation on the property, the treasurer reflect the taxes and distributes to the fire districts for using those services. It is a \$1.6113 per parcel they want to charge. Fire Chiefs from the Chiefs Association collectively reached out to our county representatives' and attended the meeting. At the meeting the Supervisors took the Chiefs concerns to heart. Fortunately, it has been tabled for a month. DHFD's bill would be \$6,548 per year. Unfortunately, the larger more rural areas will be hit harder. BC Bunn comments on what BC Stanec said about the parcels, BC Stanec did ask why they were doing it per parcel, they came up with that because every district has that in common.
 - ADEQ back in January sent us a letter stating they were going to take our AFFF foam from us and replace it with that F500 foam. The truck should be here today to take that and give us the good foam.
 - Lastly, I'm going to reaching out to the retention committee and schedule a meeting in the next couple weeks.
- **Fire Operation Report:** Battalion Chief Bunn states;
 - We are currently at 230 calls, up 70 calls from last month.
 - Battalion Chief Stanec and I attended the County Board of Supervisors meeting on 04/17/2023. We did receive the approval of the ARPA Grant for \$100,000. We will begin the process of researching and purchasing the radios once we receive the funds. We did hear the equipment is 50 weeks out once ordered.
 - I completed the PIO classes; I am now the designated POI. Then traveled to Maryland for the Leadership Strategies for Community Risk Reduction. I want to once again thank the board and the fire district for their supports. This summer we will be working on a community risk plan.
 - Engine update; Chassis and cab will be coming together shortly. I should start getting pictures soon and will forward the progress to you as it happens
 - We purchase 2 (two) thermal imaging cameras, 2 (two) four gas detectors and medical equipment for the new engine with the donation from the auxiliary last month. A big thank you to the auxiliary!
 - The annual wildland refreshers and rapid intervention training were completed.
 - **DHFD Auxiliary Report:** Rich Fountain reported;
 - The spaghetti dinner did not have a good turn out, so the auxiliary is talking about moving it to February.
 - April's pancake breakfast served a 100 more breakfasts than our highest ever month, at 519 breakfasts. We had our best year, so we donated another \$15,000, for a total donation of \$30,000 this year.
 - American Legion had a meat raffle and they have a nice donation for the fire department.
 - **Correspondence:** None

7. New Business:

- a.) Discussion and possible action re: Approval of monthly Financial Report. Administrative Specialist Harrison states that the Grant Savings Account is \$17,869.08, Payroll Account \$71,563.03, Petty Cash \$100.00, Special Revenue Checking Account \$20,011.49, Special Revenue Savings Account \$167,557.83, Warrant Account \$966,471.78, with a total balance of \$1,243,573.21. DHFD received donations in the amount of \$425 for Chuck Hunter's Memorial. Chuck Hunter's daughter stated he loved coming to the auxiliaries' pancake breakfasts. Motioned by Board Member Beltran to approve the financial report as presented, seconded by Board Member Wilson, all in favor.
- b.) Discussion and possible action Re: Budget workshop. BC Stanec states Admin Harrison created the budget timeline. At the last board meeting we were looking to the Board for direction on, levy limits, pay scale and health insurance. With the direction the Board gave us, the proposed budget is attached. Admin Harrison states that the only thing we're needing to adding or adjust under the expenses is the liability insurance, which we have not received a quote yet, the possible county admin fee of \$6548 and the estimates to pay-off the two engines. We're increasing physicals to \$22,000, which will include the ultrasound for cancer screening. BC Stanec continues with wages, the Board gave us direction to go from a 1 step (2.5%) to a 2 step (5%) wage increase. Our health insurance had a 14% increase. That is an increase of \$16,774. Also, on the boards recommendation the current levy limit of 3.375 is increased to 3.50. Admin Harrison states the estimated year end carry over is going to be \$1,391,763.

This proposed budget we will be using \$30,442 of our reserve, but with the changes just stated we will be using closer to \$35,000 of our reserve used. BC Stanec states some additions we made to the budget was a new staff vehicle at \$50,000. This will be used for traveling to training events and meetings. We increased our training budget and we added \$50,000 in Firefighter equipment for extrication equipment, in case we don't get awarded the grant we applied for. Next board meeting we'll bring the proposed budget for approval.

8. Board Member Comments:

- a) New Business to be considered on future agendas: Board Member Beltran would like to see a breakdown for total personal cost at the next retention committee meeting.
- b) Comments: None

9. Adjourn: Motion to adjourn at 9:50am by Board Member Beltran, seconded by Board Member Fountain, all in favor.