



# Desert Hills Fire District

3983 London Bridge Road  
Lake Havasu City, AZ 86404  
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## Desert Hills Fire District Board Meeting Minutes Regular Meeting, December 18, 2019

### 1. Call to order

Board Member Hayes called to order the Desert Hills Fire District Board meeting at **9:03 a.m. on Wednesday, December 18, 2019**, 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 Shelton

### 3. Roll Call

The following Board Members were present:

John Hayes  
Curtis Schafer  
Brad Shelton - absent  
Char Beltran  
Tom Rogers

Also, in attendance:

Battalion Chief Stanec  
Battalion Chief Bunn  
Administrative Specialist Harrison  
Consultant – Pat Dennen

### 4. Call to the Public:

5. Approval of Regular Meeting Minutes for November 20, 2019: Motioned by Board Member Roger to accept November 20, 2019 Regular Meeting Minutes, seconded by Board Member Schafer; all in favor.

### 6. Reports:

#### a) Auditor's Report:

- Hinton Burdick CPAs & Advisors stated the Independent Auditors Report had a clean opinion. The Internal Control Report showed no material weaknesses, no sufficient deficiencies noted and didn't find any compliant findings. The report on State Legal Compliance state that the district is in compliant to the best of our knowledge based on our test work with section 48805.
- Fund Balance has an increase of \$45,000. Cash at year end was \$520,000 Total revenue was down, expenditures were down for FY2019. We had 1.854 million in revenue and 1.809 million in expenses for our \$45,000 Fund Balance.

#### b) Fire Administration Report:

- BC Stanec reports we have rolled our Lexipol to all our employees with a deadline of March 1<sup>st</sup> to complete policy review.
- We did submit the VFA Grant for 3 wildland radios and 4 firefighters to attend the Wildland Academy.
- BC Stanec had the opportunity to assist the Kingman Fire with the Battalion Chief testing.
- At the Pancake breakfast we had a toy drive. Desert Hills and Lake Havasu City firefighters

competed in a toy drive at Walmart. Christmas Eve we will be delivering the toys thru out the community.

- Jeff Stancil was cleared to Full-Time duty. He is back on the engine and will still be doing Fire Prevention.
- BC Bunn attended the PIO Working Group, received a lot of information. We will be attending the meeting regularly and receive training.
- Last night we had our Desert Hills Christmas party and awards banquet.
  - Steve Reeder received the Chief's Appreciation award.
  - Jeremy Barragan received the Fire Fighter of the year award.
  - Ryan Erickson received the Captain of the year award.
  - Steve Reeder received the Engineer of the year award.
  - Bill and Janice Dewey received the Life Time Achievement award.

c) **Fire Operation Report:**

- BC Bunn reports the engine is back from Mohave Valley Fire from repairs being done.
- All crews went through TAHPI (Tactical Athlete Health program) training last week.
- BC Bunn and Captain Sayre went to the Mohave County Wildland Fire working group meeting in Golden Valley to discuss future plans for training and the wildland fire season.
- We made the hose purchase and have started receiving parts. There is about a 4-week time line before receive all the parts.
- We did receive the \$2000 Walmart Grant.

d) **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 \$15,010.85, Payroll Account \$58,058.72, Petty Cash \$100.00, Special Revenue Checking Account 11,757.35, Special Revenue Savings Account \$34,249.67, Warrant Account \$624,704.54, with a total balance of \$743,881.13. Approval of Financial Report motioned by Board Member Beltran, seconded by Board Member Schafer, all in favor.
- b.) Discussion and possible action re: Resolution 2019-03 Surplus Equipment. Board Member Beltran motioned to accept Resolution 2019-03 of Surplus Equipment, seconded by Board Member Roger, all in favor.
- c.) Discussion and possible action re: Approval to accept Local 4543 Union donation of the SXS Engineer Steve Reeder is the vice president of the union and speaks on the Poker Run they had in November. They raised \$12,000 for the Union, gave \$1200 to the mile markers as our charitable cause and gave some back to the SXS club who was a huge help with the poker run. Captain Sayre found a SXS Ranger for \$12,000. Today the union would like to donate it to Desert Hills Fire District. Desert Hills Fire District will be using it for Desert Rescue and it can be used for wildland fires. BC Bunn stated he has more grants pending from Walmart to help equip the SXS. BC Stanec stated we are working with our insurance company in regards to training and learning the insurance requirements. All employees will be certified to drive. Board Member Roger to accept this gift of the SXS from the Union, seconded by Board Member Schafer, all in favor.

8. **Board Member Comments:**

- a) New Business to be considered on future agendas: None  
b) Comments: None

9. **Adjourn:** Motion to adjourn at 9:43 p.m. by Board Member Roger, seconded by Board Member Beltran, all in favor.