



# Desert Hills Fire District

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## Desert Hills Fire District Board Meeting Minutes Regular Meeting, November 20, 2019

### 1. Call to order

Board Member Hayes called to order the Desert Hills Fire District Board meeting at **9:00 a.m. on Wednesday, November 20, 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 – attending via conference call.  
Curtis Schafer  
Brad Shelton  
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 October 16, 2019: Motioned by Board Member Roger to accept October 16, 2019 Regular Meeting Minutes, seconded by Board Member Schafer; all in favor.

### 6. Reports:

#### a) Fire Administration Report:

- BC Stanec reports it's been a busy month for fund raising for our District.
- Auxiliary hosted the Pancake Breakfast and Spaghetti Dinner that profited a little over \$6,000.00.
- Our union Local 4543 hosted an off-road poker run (SXS) and they profited between \$12,000.00 and \$13,000.00.
- Auxiliary donated \$3,000.00 to send our Fire Fighters to Engineer Academy and we only needed \$2,000.00. At the Pancake Breakfast the Auxiliary donated another \$6,500.00 to purchase hose.
- Steve Reeder attended the Western Arizona EMS (WACEMS) association and they awarded us \$6,500.00 to upgrade image-trend software,
- BC Bunn attended the PIO Working Group, received a lot of information. We will be attending the meeting regularly and receive training.
- We are partnering again this year with the Firefighters Toy Drive up. December 7<sup>th</sup> pancake breakfast will include a toy drive also.
- December 17<sup>th</sup> is the department's annual Christmas Party. Captain Vanderjagt has scheduled at Mudshark Public House off Aviation. The Union and Auxiliary has donated towards the party.

b) **Fire Operation Report:**

- BC Bunn reports on the training completed by our crews this past month.
  - BC Stanec attended National Fire Academy class in PHX as of part of his Managing Fire Officer program.
  - Drivers training was completed by all crews and was instructed by Engineer Joey Spencer.
  - Confined Space training was completed by all crews last week with Lake Havasu City Fire Department.
- The tires on E1522 were replaced.
- We were awarded the ADEQ grant for 9-5 gallons of F-500. BC Bunn originally applied for a full pallet of it but the county distributed it between Multiple Districts. It saved us between \$700.00 to \$800.00.
- Hydrostatic testing of our SCBA bottles minus E1511 bottles were completed. E1511 should be back at the end of this week and in service.
- The next engineering class will be our hands-on class. Half day in class, the other half will be outdoor using the pump, ect.

c) **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 \$15,010.49, Payroll Account \$5,375.83, Petty Cash \$100.00, Special Revenue Checking Account 29,152.92, Special Revenue Savings Account \$25,720.32, Warrant Account \$625,776.53, with a total balance of \$701,136.09. Approval of Financial Report motioned by Board Member Shelton, seconded by Board Member Schafer, all in favor.
- b.) Discussion and possible action re: Resolution 2019-03 Surplus Equipment. BC Stanec talks about a fire engine that's been out of service since we purchased the two new engines. The engine is still insured, being inspected but it does not have hose or equipment. So not equipped to be in service. BC Bunn and I discussed our options and we came up with consigning the engine with Fire Trucks unlimited like we did with the brush engine. They will do all actions required to sell, with a 10% commission once sold. Fire Trucks Unlimited estimates the engine to sell for between \$40,000.00 to \$50,000.00. Approval to surplus the engine and consignment with Fire Trucks Unlimited by Board Member Schafer, seconded by Board Member Beltran, all in favor.
- c.) Discussion and possible action re: Approval to purchase fire hose. BC Bunn speaks about our current fire hose is 10 years and the recommended use is 10 years. We did get \$6,500.00 donated from the Auxiliary and we've been approved to receive \$3,000.00 from Walmart so we'll have \$9,500 to go towards the hose. I've provided 3 quotes for your review from LN Curtis, Fire Hose Direct and from The Fire Store. BC Bunn recommends LN Curtis we have history, they are willing to work with us and dropped the price as much as they could. Their quote includes all the equipment needed to fit both engines with 4 ½ inch hose not the 2 ½ inch we are using now. Approval to purchase fire hose and fittings from LN Curtis by Board Member Roger, seconded by Board Member Shelton, all in favor.
- d.) Discussion and possible action re: Approval for Lexipol Policy 700-1105, with changes requested by the workshop committee. BC Stanec explains to the Board the changes between the old policy and the new. Reviewed the changes the committee agreed on and those change were; Policy 1000, Recruitment changed the wording Chief to Battalion Chief Administration. Policy1000.4 on background checks add if it is pertinent to the job and on polygraph removed. Policy1007, Educational incentives removed. Policy1008.2.2, tuition add if funds are available. Overtime policy removed an overtime request form. Approval of Lexipol 700-1105 policies with the identified changes of removal of line item related to polygraph or computer voice stress analyzer in section 1000.4 and the removal of policy currently identified 1007, education incentives by Board Member Shelton, seconded by Board Member Roger, all in favor.

8. **Board Member Comments:**

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

9. **Adjourn:** Motion to adjourn at 9:36 p.m. by Board Member Shelton, seconded by Board Member Beltran, all in favor.