

Mountain Vista Fire District Board Meeting
2292 W Magee Rd, Suite 180-190
Monday December 20, 2010

Meeting Minutes

Agenda

- I. CALL TO ORDER at 6:34 PM by Chairman Archuleta followed by ROLL CALL

Members Present

Peter Archuleta, Chairman
Mike Treece, Treasurer
Donna Heidinger, Clerk **(PRESENT BY PHONE)**
Earle Ruhnke, Director
Jerry Phillips, Director

Absent

Staff Present

Scott Butler, Administrative Chief
Lorrie Palmquist, Executive Asst
Eric Hawkins, Attorney

The Pledge of Allegiance was recited by all present.

- II. CALL TO THE PUBLIC
There were no applications to speak from the public

- III. CONSENT AGENDA
The meeting minutes for November 15, 2010 were considered.
Clerk Heidinger moved to approve the minutes with a spelling correction of her name on pg 3.
Director Phillips seconded. ***Motion passed unanimously.***

- IV. ADMINISTRATIVE CHIEF'S REPORTS AND UPDATES

- a. November 2010 Financial Statements

Treasurer Treece inquired if the General Ledger could be posted on the Web in landscape format to make it easier to print.
Director Phillips moved to accept the November Financial Statements. Clerk Heidinger seconded. ***Motion passed unanimously.***

b. 2010 Audit, letter from Auditor and Letter to Management

A copy of the audit was provided to all Board members via email, as well as a printed copy in their packets. The 2010 Audit was clean with no significant findings. The General Ledger Chart of Accounts has been adjusted to the governmental accounting format per the Auditor.

Clerk Heidinger moved to accept the 2010 Audit. Director Phillips seconded. ***Motion passed unanimously.***

c. Shannon Station Dedication – January 8, 2011

The Dedication ceremony is set for January 8, 2011. The dedication ceremony will be at 10:30 am with lunch/openhouse from 11 -1 pm. A sample of the invitation and program is available for Board members to review at this meeting. The mailing will be done by Christmas. Also, an A-frame sign has been made to post outside the Shannon station to invite the public. Ann Day has been asked to speak at the ceremony. She confirmed her attendance today. Rural Metro will provide the grills, tables, chairs, etc for the event.

d. Update from Strategic Planning subcommittee

Chairman Archuleta provided a written synopsis of the 3 committee meetings held since the November Board meeting. Ben Jones gave a powerpoint presentation showing the recommendations of the committee.

Mission Statement: The committee recommends “Community First” as the mission statement for the District because it is concise, easy to remember, and easy to image on the trucks.

Vision Statement: The committee recommends “Be the accepted standard of excellence in the delivery of fire and medical services.”

Director Phillips commented that he likes the term “medical” . Director Ruhnke commented that MVFD does more than just fire and emergency services, such as assistance, snake removal, etc. Director Phillips suggested the term “rescue”. Mr. Fred Roof commented that “fire,rescue and community” is what it’s all about. Mr. Al Moritz commented that the phrase “delivery of fire district services” encompasses everything.

Values Statement: The Committee recommends “Integrity, Innovation, Service, and partnership are paramount to the behavior and decision-making of the Mountain Vista Fire District.”

Treasurer Treece suggested that the Board members take some time to think about these suggestions and comment or offer suggestions at the next meeting.

Strategic Initiatives:

- (1) Maintain and enhance a positive community image
- (2) RM relationship
- (3) Develop a public fire service model
- (4) Financial stability
- (5) Expansion
- (6) Continue to provide excellent service while maintaining responsible operating costs.
- (7) Develop a 5-year Capital plan
- (8) Organization/Mgmt structure

Mr. Al Moritz commented: "Watch that action items are really items you are going to initiate, not just a statement of what you believe. "

Chairman Archuleta asked that this topic be put on the January Agenda as an action item.

e. Report on meeting with John Karolzak (possible Executive Session)

Chairman Archuleta summarized his written report which was provided to Board members in their packets. Attorney Hawkins suggested that the section regarding the contract be discussed in Executive Session at the next meeting. Chairman Archuleta then asked the Board if they wished to pull this item from the current agenda and discuss it at the next meeting under Executive Session.

Director Phillips motioned to continue the Karolzak report at the January Board meeting. Director Ruhnke seconded. ***Motion passed unanimously.***

Administrative Chief Butler asked Chairman Archuleta to carefully formulate the wording of what will be on the next agenda.

f. District Correspondence

Administrative Chief Butler reminded the Board about the AFDA convention in January in Laughlin.

g. Rural Metro Activity Report

Chief Stoltenberg commented on the report presented. RM responded to 223 calls: 123 emergency and 100 non-emergency. Three exceptions were notated in the report.

Treasurer Treece requested that RM provide the report earlier in order to give the Board time to review the information.

Director Phillips congratulated Rural Metro and said "good job".

V. DISCUSSION AND/OR ACTION ITEMS

a. Discussion and/or action regarding the approval of the guaranteed Maximum Price (GMP) submitted by Lloyd Construction for construction of the Magee facility

Administrative Chief Butler provided a written report to the Board members as of last Friday (12/17/10) when he received the updated numbers from Lloyd Construction. Lloyd was waiting on recommendations from the Architect in order to submit their bid. The Lloyd bid went down by \$100,000

with square footage costs close to \$58 cheaper than the previous bid. Some differences, for example, were the subcontractors for drywall and the electric. Mr. Bill Lloyd commented that the generator can affect the subcontractor electric bid. Treasurer Treece asked about the size of the generator. Mr. Lloyd responded that it is 500 kilowatt. Administrative Chief Butler commented that if there are any other changes, then he will bring the bid back to the Board for approval.

Treasurer Treece inquired about how the District will pay for this. Chief Butler responded that there are currently 2 bidders for the loan, with interest coming in at 4%. Treasurer Treece commented that the District will then double the debt service costs. Chief Butler responded, “ No, because the District will pay off the Shannon property so that debt service will NOT double.” Chairman Archuleta asked Chief Butler to provide financial information to the Board at the January meeting. The Board wants to understand what burden the District will be faced with and the estimated costs of operations for this new building.

Director Phillips moved to approve the Lloyd GMP and authorize the Chairman to sign an addendum. Director Ruhnke seconded.

Vote: Director Ruhnke, yes; Director Phillips, yes; Chairman Archuleta, no; Treasurer Treece, no; Clerk Heidinger, no. **Motion failed.**

Treasurer Treece commented that financial issues and the current state of the economy should affect the budget projections. He stated that he wants to build a station, but wants to make sure it is prudent and fiscally responsible. Director Ruhnke commented that when the District rented the current office space, it was with the understanding that it was only temporary until our own admin building could be built.

Clerk Heidinger inquired if there is any way to change the building plans to include an amount for rent from RM for the facility. Chief Butler reminded the Board that this was discussed previously and would be an addendum to the RM contract.

b. Discussion and/or action regarding approval of the low bid submitted for the purchase of a Quint Fire Apparatus and related equipment

Administrative Chief Butler provided information in the Board packets. Chief Butler recommends approval of the low bid price. Clerk Heidinger asked for clarification on the different specs and inquired whether the vehicles were used or new. Chief Butler stated that the vehicles have never been used for emergency purposes, they are demo models. Clerk Heidinger pondered whether it would be wise to take possession of our new KME and see how we like the vendor’s equipment before purchasing another one. Treasurer Treece inquired why the District needs a Quint. Chair Archuleta also wondered. Chief Butler responded that it is a replacement vehicle for the one we are using. Chief Brandhuber did not review the specs and, therefore, had no comments, but stated that Chief Stoltenberg had reviewed the specs. Director Phillips commented that the Quint would replace the 25-year old ladder truck. Director Phillips inquired whether ISO would even recognize a 25 yr old vehicle. Chief Brandhuber responded, “Yes.” Again, Treasurer Treece inquired why we need this Quint when we could use a pumper. Director Ruhnke commented that we have 2 engines and this Quint will be used as backup. Chief Stoltenberg commented that the proposed Quint meets all the specs, but it comes down to how the District plans to use the vehicle. Chief Butler clarified the number of units needed for the District is

4: 2 engines for primary responses, 3rd engine out of Magee is backup engine. The Quint combines an engine and ladder truck, therefore eliminating the need for a 4th engine. The combination unit would update the fleet to current standards, including ladder safety issues, response times, and maintain ISO ratings. Treasurer Treece inquired as to whether the 3 units would still meet current response times. Chief Butler responded that all 3 engines are not out at the same time, and that with the stations being closer together, services may even be improved. Clerk Heidinger inquired when the new engines will arrive. Chief Butler stated the engines are due in mid-February and that Northwest just took delivery of 4 KME vehicles and they have no problems so far. Clerk Heidinger stated she would like to push this item to the February meeting. Treasurer Treece asked RM if they agree with Chief Butler's statement of not needing 3 pumpers to meet current response time. Chief Butler restated that 2 engines would work out of the stations for primary response with the 3rd engine being used as backup. Chief Brandhuber commented that he would need to run the facts of how many times all 3 engines are out. Ben Jones responded that maybe 5 times per week all 3 engines are out at the same time. Ben further commented that every District has equipment they don't utilize every day. Ben commented that currently we have 2 pumpers and a ladder truck which functions fairly well. There is a 250 pound tip load, so that eliminates rescue purpose for the current ladder truck and it is 25 years old.

Clerk Heidinger moved to table the issue until a later date. Treasurer Treece seconded.

Vote: Chairman Archuleta, no; Director Phillips, no; Director Ruhnke, no; Clerk Heidinger, yes; Treasurer Treece, yes. **3/2 motion defeated.**

Director Ruhnke moved to approve the low bid on the Quint and authorize the Chairman to sign the purchase. Director Phillips seconded.

Vote: Chairman Archuleta, yes; Director Phillips, yes; Director Ruhnke, yes; Clerk Heidinger, no; Treasurer Treece, no. **3/2 motion carries.**

c. Discussion with Attorney and/or action regarding possible FDAT legislation

At 8:10 PM Director Phillips moved to convene in Executive Session. Director Ruhnke seconded.

5 minute break.

VI. ADJOURNMENT

Director Phillips moved to adjourn the regular meeting. Director Ruhnke seconded.

Meeting adjourned at 8:41 PM.

Approved By: _____

Date: _____