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**Mountain Vista Fire District  
Board Meeting  
Monday, November 15, 2010**

**Meeting Minutes**

**Agenda**

- I. CALL TO ORDER at 6:30 pm by Chairman Ruhnke followed by ROLL CALL

**Members Present**

Earle Ruhnke, Chairman  
Jerry Phillips, Treasurer  
Donna Heidinger, Clerk  
Peter Archuleta, Director  
Mike Treece, Director

**Absent**

None

**Staff Present**

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

The Pledge of Allegiance was recited by all present.

- II. PUBLIC HEARING

The Mountain Vista Fire District Board will hold a public hearing to hear those who appear and wish to comment on the proposed amendments to the 2006 Fire Code.

- a. Resolution #2 – adopt the 2006 International Fire Code which repeals the 2000 edition of the Uniform Fire Code and all amendments of the MVFD and all other resolutions and parts of the resolutions in conflict therewith.

No comment from the public.

Clerk Heidinger moved to accept Resolution #2-2010. Treasurer Phillips seconded.

***Motion passed unanimously.***

- b. Resolution #3 – adopt the fee schedules dated Nov 15, 2010 and allow for updating of these schedules during the annual budget process, and authorize MVFD staff to enforce and implement these schedules no later than 30 days of this approval.

No comment from the public.

Clerk Heidinger moved to approve Resolution #3-2010. Director Archuleta seconded.

***Motion passed unanimously.***

Public hearing closed at 6:34 pm.

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III. CALL TO THE PUBLIC

There were no applications to speak from the public.

IV. CONSENT AGENDA

The meeting minutes and Executive Session minutes for October 18, 2010 were considered. The minutes from workstudy meetings, October 25 and November 8, were considered.

Clerk Heidinger moved to approve all 4 sets of minutes on the consent agenda.  
Treasurer Phillips seconded.

***Motion passed unanimously.***

V. ADMINISTRATIVE CHIEF'S REPORTS AND UPDATES

a. October 2010 Financial Statements

Director Treece stated that he would like to meet with Treasurer Phillips regarding some items on the financial statements. Director Treece inquired about the Fire Prevention Fee Revenue reported in income. Chief Butler responded that the fees are collected from property owners within our District boundaries - other than Oro Valley - for permits and plan check fees. Lorrie commented that the October statements do not include the Warrant Account activity yet. October will be reissued as soon as the County report is received.

b. District Correspondence

Chairman Ruhnke called for any discussion of the correspondence items included in the Board packets. No discussion.

c. Rural Metro Activity report

Director Treece inquired if station 75 is still operating. Chief Brandhuber responded yes. Clerk Heidinger inquired about distances and response times notated on the report. Chief Brandhuber commented that exceptions are historically challenging to report. Treasurer Phillips commended Rural Metro for their overall response times, and further asked if the District had been notified of fire instances. Chief Brandhuber responded that the dispatcher reported information as what was initially called in, and needs to do a better job coding the calls (i.e. fire suppression vs what was coded out for). Chairman Ruhnke asked about the commercial fire listed. Chief Brandhuber responded that he was not aware of any structural fire, and that he would address the coding issue. Treasurer Phillips asked if the reports could be cleaned up. Clerk Heidinger asked Chief Brandhuber to add back in the column that shows which units are responding to the calls.

VI. DISCUSSION AND/OR ACTION ITEMS

a. Election of Board Officers

Clerk Heidinger nominated Director Archuleta for Chairman of the Board. Director Treece seconded. **Motion passed unanimously.**

Clerk Heidinger nominated Director Treece for Treasurer of the Board. Director Treece seconded. Vote: Chairman Ruhnke, no; Treasurer Phillips, no; Clerk Heidinger, yes; Director Treece, yes; Director Archuleta, yes. **Motion passed, 3/2.**

Director Treece nominated Clerk Heidinger for Clerk of the Board. Director Archuleta seconded. **Motion passed unanimously.**

New Board to take office at December meeting: Chairman, Peter Archuleta  
Treasurer, Mike Treece  
Clerk, Donna Heidinger  
Director, Earle Ruhnke  
Director, Jerry Phillips

b. Discussion regarding establishing a Strategic Planning workstudy group to formulate a Mission and Vision Statement

Clerk Heidinger and Director Archuleta commented that this idea resulted from the last Strategic Planning session. Treasurer Phillips stated that since Director Archuleta has experience in strategic planning, he would good for this committee. Director Treece commented that since the concept was to come up with some ideas, maybe the topic would be better served by having the entire Board there. Attorney Hawkins stated that the choice is either to set a committee of 2 Board members + those they invite OR have a workstudy session for the entire Board. Director Archuleta commented that things move faster with a smaller group, but it would be ok to have the entire Board. He further commented that we need to progress and move toward completion with the Strategic Planning sessions. Director Treece commented that the key point before moving forward on Strategic Planning is to nail the RM relationship. Director Archuleta suggested that a couple of Board members and maybe Ben Jones or James/Tom from RM sit as the committee and then present something to Board. Director Treece stated that he wants to be involved. Treasurer Phillips commented that this sounds excellent and will help this issue move quickly and get results. Attorney Hawkins clarified that the Chairman of the Board is a defacto member of any committee. Chief Butler further clarified that if a committee is formed, it will have to record the meeting and take written minutes just like a regular meeting.

Clerk Heidinger moved to form a committee with Director Archuleta, Director Treece, and whomever they choose. Director Archuleta seconded. **Motion passed unanimously.**

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c. Review of draft Rescue-Ambulance Housing Agreement

Director Treece asked if RM is on Board with this. Chief Butler responded in the affirmative and Chief Brandhuber agreed.

Treasurer Phillips motioned to approve the Rescue-Ambulance Housing Agreement. Clerk Heidinger seconded. **Motion passed unanimously.**

d. Amendment #1-2010 of Rural Metro Contract for financial consideration of Suffolk Hills Annexation

Director Archuleta motioned to approve Amendment #1-2010 to the RM contract. Clerk Heidinger seconded. Clerk Heidinger clarified that this is what RM agreed upon.

**Motion passed unanimously.**

VII. ADJOURNMENT

Director Archuleta motioned to adjourn. Clerk Heidinger seconded.

Meeting adjourned at 7:06 PM.

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_