

**Mountain Vista Fire District
2292 W Magee Rd, Suite 180-190**

**BOARD MEETING
Monday, October 17, 2011**

Meeting Minutes

Agenda

- I. CALL TO ORDER at 6:30 PM by Chairman Archuleta followed by ROLL CALL

Members Present

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

Absent

NONE

Staff Present

Lorrie Palmquist, Asst
Eric Hawkins, Attorney
Chief Brandhuber, RM
Chief Stoltenberg, RM
Fernanda Echiverry, RM

The Pledge of Allegiance was recited by all present.

- II. CALL TO THE PUBLIC

There were no applications to speak from the public.

Chief Wilkerson introduced himself and his wife, Sally. He is in Tucson for the week. The Board extended their welcome.

- III. CONSENT AGENDA

- A. Meeting minutes and Executive Session minutes from September 19, 2011
B. Meeting minutes and Executive Session minutes from October 3, 2011

Subject to one spelling error on page 2 of September 19 regular meeting minutes, Director Phillips motioned to accept all the minutes.
Director Ruhnke seconded. ***Motion passed unanimously.***

- IV. REPORTS AND UPDATES

- A. District Correspondence

Lorrie shared a "Thank You" card sent to the District for their participation in building the playground dedicated to Christina Taylor Greene. Also, notification was received via email that the AFDA meeting location has changed.

Clerk Heidinger stated that Lorrie forwarded a notice from AFDA requesting articles for their monthly newsletter. Clerk Heidinger recommended that the District submit an article for the AFDA newsletter introducing our new Chief/CEO.

B. Staff Reports

Attorney Hawkins addressed the Board. He did receive a response from the insurance broker who is now covering the Kingman District. The broker shared that their current agreement was grandfathered in and this type of arrangement will probably not happen again. Attorney Hawkins further commented that it is probably not an option to have an insurance JPA with other Districts.

Lorrie updated the Board on the options available for taking Board photos. The photographer suggested either Saturday, November 19, or Monday, November 21, at 5 PM just prior to the regular Board meeting. The Board reached a consensus to arrange the photos on Monday, November 21 at 5 PM.

C. Director's Reports

Director Ruhnke stated that he and Chief Stoltenberg met with Andy Simmons regarding placing the mission statement on our apparatus. Andy took measurements and prepared a quote with options on sizing. Director Ruhnke shared with the Board that the total price will be approximately \$800, including the labor, travel time, and pricing for the decals. Andy will drive to Tucson to do the work. Chief Stoltenberg commented that we will have to time the it so that the Quint is back from being repaired.

Director Ruhnke stated that the drywall installation is about 99% complete. He commented that the drywallers were even there on weekends to make sure we are on schedule. The bathrooms in the dormitories are tiled halfway. He commented that the wrong tile was installed on the floor and Lloyd made them redo it all at their expense. Peter (Lloyd Construction) is checking on the slope of the floors. Outside patio roofs are done, as well as the walkways between the buildings. Sewer and water went across Magee Road and hydrants are installed. The apparatus floor will be poured soon. The project is on schedule, with an estimated completion date near the end of November.

Director Treece inquired about the comment regarding the slope of the floors. Director Ruhnke responded that the guys pouring concrete just want to verify ahead of time to make sure everything is exact. He further stated that Lloyd Construction is making every effort to assure the project is done correctly.

Director Treece inquired about the agreement reached with RM and when it will be presented to the Board. Chairman Archuleta clarified that the District needs to reach a leasing arrangement with RM about the space in the new facility, and that the District may want to negotiate this issue when they discuss the cost-plus

contract. Director Ruhnke stated that the District and RM have agreed on spacing within the facility, as well as furniture needs.

Chief Brandhuber addressed the Board. He stated that RM has agreed to the space allocation and suggested that the District discuss leasing issues in conjunction with the RM contract negotiation coming up in November. Chief Brandhuber further commented that RM is working on the data-switch to be moved over to the new facility for Heather's group.

Director Treece inquired about furnishings for the new facility. Director Ruhnke clarified that RM is bringing 90% of their own furnishings, but that furniture for the Fire Marshall's layout room will need to be ordered. Director Treece clarified that the general premise is RM will be supplying their own furnishings. Chairman Archuleta clarified that the issue at hand is space allocation and how to go forward. With the modifications being made to the back of the administrative building, Chief Brandhuber stated that he sees no other necessary modifications. Chief Wilkerson asked for clarification of what modifications are being done. Director Ruhnke explained that doors are being added within the large area in the back of the administrative building to accommodate the RM billing department.

Chairman Archuleta suggested that Chief Brandhuber meet with Director Ruhnke to discuss the RM contract prior to the next Board meeting. Chief Brandhuber stated he would like to wait until the new Chief is physically on board, and that all three of them can discuss the issues.

Director Ruhnke stated that he has been attending the Oro Valley Citizens Corps Council. He explained that the Council brought civilians and performed drills to train them as volunteers, stating, "They have a real system with their volunteers in Oro Valley." He commented that Chief Wilkerson should take his place on their Board.

Director Phillips and Chairman Archuleta attended the "State of the Town of Oro Valley" address. Director Phillips stated that the function was well attended, with 450 people. He commented that it was a very positive address. Director Phillips pointed out a matter of interest relating to a proposed change in their town plan due to the fact that the County is losing money on the unincorporated areas. The Mayor of the town of Oro Valley wants to change the town plan to include acquisition through annexation of additional properties west to Thornydale and South to Orange Grove and possibly further. The Mayor is encouraging surrounding towns to do the same because this will increase the federal aid the towns will receive. Director Treece stated this is a huge move and related concerns may need to be discussed in Executive Session. Director Phillips responded that the only implication would be if they created another Fire Department. Director Treece again stated his concern about their idea of increasing the area. Chairman Archuleta commented that this just stresses the fact that MVFD needs to move quicker on the annexation issue.

D. Rural Metro Reports

Chief Stoltenberg addressed the Board. He stated that September was a busy month, 342 calls within the District and 152 emergency responses, with only 4 exceptions. Director Treece asked for a detailed report of who is responding. Chief Stoltenberg stated that he will get the information to Lorrie so she can forward it. Director Treece inquired about the exception on Cerrada Guerrero which was listed as “due to distance”, and how many calls were met with engines and not ambulances. Director Treece clarified that he wants to start receiving that information from now on.

Director Treece inquired if this report format is different from the town of Oro Valley. He commented that he understood Oro Valley chose our format. Chief Stoltenberg responded that the format has, in fact, changed.

V. DISCUSSION AND/OR ACTION ITEMS

A. Discussion and/or action regarding the Golder Ranch Opticom Agreement

Attorney Hawkins recommended that this item be discussed in Executive Session.

B. Discussion and/or action regarding Out-of-District billing protocol

Attorney Hawkins stated that Lorrie has started sending out bills on the Out-of-District calls. A few items came up concerning hardships and the costs associated with the responses. Attorney Hawkins stated that he wants to put these issues before the Board to think about and coordinate within the Policies and Procedures. He commented that the District needs rules regarding certain issues in those circumstances. Director Treece asked about discussing this in Executive Session. The attorney responded that an item needs to be posted in advance before we can go into Executive Session, and he suggests we place this item on the agenda for November in Executive Session. He commented that this will give the new Chief time to acquire information on some of these issues.

C. Discussion and/or action regarding an addendum to the RM Mutual Aid Agreement

Attorney Hawkins recommended that this item be discussed in Executive Session.

Clerk Heidinger motioned to adjourn to Executive Session. Director Phillips seconded.

Meeting adjourned to Executive Session at 7:10 PM.

Regular Meeting reconvened at: 8:05

Director Phillips motioned to go back into Executive Session. Clerk Heidinger seconded.

Meeting adjourned back into Executive Session at 8:05 PM

Regular meeting reconvened at 8:10 PM.

Regarding Discussion/Action item (V)c : RM Mutual Aid Agreement Addendum

Chief Brandhuber and Director Ruhnke drafted an addendum and forwarded it to Attorney Hawkins. The attorney handed out his revision of the addendum. Chairman Archuleta asked for discussion.

Clerk Heidinger inquired if it would be acceptable to add the end date of the annexation periods as a “stop” date into the addendum. Chief Brandhuber commented that he is open to having a date there which goes back to the original Mutual Aid Agreement . Director Treece clarified that there are currently 3 annexations in place, with the final one ending in January 2012.

Director Treece inquired about what happens as the annexations end. Chief Brandhuber responded that Pima County asked Rural Metro if they would respond. He further stated that the Sheriff’s office said they will dispatch the closest agency. Chief Brandhuber stated that as a “temporary plug”, Rural Metro agreed to respond as Code 2 in the annexation area until the annexations end.

Clerk Heidinger clarified that the area In question is the area still in Marana which NW says they will respond to. Chair Archuleta expressed his concern that MVFD not be perceived as trying to undermine NWFD in the area they are trying to annex. Chief Brandhuber commented that if no one shows up, it will not look good for any department. He further clarified that RM will only respond to those calls which are “Major”, with media coverage and potential for loss of life.

Chairman Archuleta called for the pleasure of the Board.

Clerk Heidinger moved that the District go ahead and approve the agreement as presented and add the stop date January 31 as dictated by the annexation. Director Phillips seconded. ***Motion passed unanimously.***

Director Treece inquired about the ladder truck. Chief Stoltenberg discussed the chaffing problem on the ladder extension and stated that it is a “warranty” issue which needs to be fixed. It was picked up for repairs last week, and it may take up to 3 weeks for completion. Director Treece reiterated the need for reports on equipment on a monthly basis. Director Treece inquired, “Is this a big deal?” Chief Stoltenberg responded, “No, they just did not have the facilities here to make the warranty repairs.” Director Treece inquired about replacing 4 tires on the ladder truck with only 10,000 miles. Chairman Archuleta stated that if there are any issues related to equipment, the new Chief should be notified and

he will discuss the matters with Chief Brandhuber. Director Treece stressed that someone needs to be dealing with these matters. Director Phillips commented that if there were equipment issues, the Chairmain should have been advised about them.

Regarding Discussion/Action item (V)a: Opticom IGA with Golder Ranch

The Board directed the new Chief to meet with Chief Karrer of Golder Ranch to review the agreement. The Board instructed Attorney Hawkins to let Chief Karrer know that our new Chief will contact him when he arrives in 2 weeks.

Clerk Heidinger asked for clarification on the issues of Board photos being taken before the November meeting. The consensus of the Board is to take the photos at 5 pm prior the regular meeting starting at 6:30 PM.

VI. ADJOURNMENT

Clerk Heidinger moved to adjourn the meeting. Director Treece seconded.

Meeting adjourned at 8:25 PM.

Approved By: _____

Date: _____