



**SUMMIT FIRE & MEDICAL DISTRICT
GOVERNING BOARD
REGULAR SESSION
December 21, 2016
MINUTES**

(Agenda items may have been taken out of order at the discretion of the Board Chairman)

1. CALL TO ORDER

The meeting of the Governing Board was called to order on Wednesday, December 21, 2016, at 2:59pm, at Station 32, 8905 N Koch Field Road, Flagstaff, Arizona.

2. ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM

Members Present: Board Member Jim Duskocil, Board Member Rick Parker, Board Member Mike Milich, Board Member Jim Timney

Members Absent: Board Clerk Jim Newkirk

Administrative: Deputy Chief Jerry Bills, Administrative Officer Chris Gioia, Battalion Chief Chris Fennell, and Administrative Assistant Tammy Schieffer

Public: Bryan Lundberg from STIFEL

3. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

4. Appointment of Chairman and Clerk for December 2016-2017 Rick parker is voted as chairman.

Board Member Duskocil nominated Rick Parker for Board Chairman. Board Member Parker nominated Jim Duskocil as Board Chairman. Vote was conducted and Rick Park is the Board Chairman.

Board Member Milich nominated Jim Timney as Board Clerk. Vote was conducted with unanimous approval.

5. CALL TO THE PUBLIC: There was no response to the Call to the Public.

6. APPROVAL OF THE MINUTES FROM PREVIOUS MEETINGS

- a. Discussion and Approval of the Regular Meeting Minutes of November 16, 2016

Board Member Duskocil motioned that the minutes of November 16, 2016 Regular Board meeting be approved. Board Clerk Timney seconded the motion.

There were no corrections or additions. Vote conducted. **MOTION CARRIED.**

AYES: Parker, Milich, Duskocil, Timney

NAYES: None



- b. Discussion and Approval of the Special Meeting Minutes of November 28, 2016

Board Member Milich motioned that the minutes of November 28, 2016 Special Meeting be approved. Board member Duskocil seconded the motion. Vote conducted. MOTION CARRIED.

AYES: Parker, Milich, Duskocil, Timney
NAYES: None

- c. Discussion and Approval of the Board Workshop Minutes of November 30, 2016

Board Member Milich motioned that the minutes of November 30, 2016 Board Workshop be approved. Board Member Duskocil seconded the motion. Vote conducted. MOTION CARRIED.

AYES: Parker, Milich, Duskocil, Timney
NAYES: None

7. CONSENT AGENDA

- a. Approval of Reconciliations and Financial Reports for November, 2016.

Administrative Officer Gioia answered any questions from the Board regarding the monthly Reconciliations and Financial Reports for November 2016. The November 2016 Monthly Reconciliations and Financial Report is attached to the official Governing Board meeting packet.

Board Member Milich motioned that the Governing Board approve the November 2016 Monthly Reconciliations and Financial Reports per the Arizona Revised Statutes. Board Clerk Timney seconded the motion.

Voted Conducted. **MOTION CARRIED**

AYES: Parker, Milich, Duskocil, Timney
NAYES: None

8. Current Events Summaries, Reports, and/or Correspondence

- a. Monthly Department Updates

Calls for service presented from Chief Bills.

- Fire academy - all four are doing great and learning a lot. Joint academy with city and Highlands.

- b. Local 1505 Update

Captain Dunlap after bond past Local 1505 is working with chief and the MOU for the budget of next year. Christmas families, out right now delivering meals and presents.

- c. Other Items There were no Other Items



9. NEW BUSINESS / ACTION ITEMS - Public Comment:

- a. Presentation from Bryan Lundberg of Stifel – Regarding status of Bond Process

Bryan Lundberg of Stifel presented and answered any questions from the Board regarding the status of the Bond Process. A copy of the presentation handouts is attached to the official Governing Board meeting packet. He answered Board Member Milich’s question of looking at the POS around January 9.

- b. Review discuss and possible action of adding Jim Timney as a signer on County Account

Deputy Chief Bills answered any questions from the Board regarding adding new Board Member/Clerk Jim Timney as a signer on County Account.

Board Member Duskocil motioned to add Board Clerk Jim Timney as a signer on County Account. Board Member Milich seconded the motion.

Voted Conducted. **MOTION CARRIED**

AYES: Parker, Milich, Duskocil, Timney

NAYES: None

- c. Review discuss and possible action of approving Resolution 2016-8 regarding signatures on National Bank Account 6174 and 9020

Deputy Chief Bills answered any questions from the Board regarding Resolution 2016-8 signatures on National Bank Account 6174 and 9020.

Board Member Milich motioned to approve Resolution 2016-8 regarding signatures on National Bank Account 6174 and 9020. Board Member Duskocil seconded the motion.

Vote conducted. **MOTION CARRIED**

AYES: Parker, Milich, Duskocil, Timney

NAYES: None

- d. Review discuss and possible action on Resolution 2016-7 Establishing and implementing a program to charge mitigation rates for the deployment of emergency and non-emergency services by the Summit Fire and Medical District for services provided / rendered

Deputy Chief Bills answered any questions from the board regarding Resolution 2016-7 Establishing and implementing a program to charge mitigation rates for the deployment of emergency and non-emergency services by the Summit Fire and Medical District for services provided / rendered. Fire Recovery USA is to become our vendor to bill our out of district billing.

Board Clerk Timney motioned to approve Resolution 2016-7 Establishing and implementing a program to charge mitigation rates for the deployment of emergency and non-emergency services by the Summit Fire and Medical District for services provided / rendered and Fire Recovery USA to become our vendor to bill our out of district billing.



Voted Conducted. **MOTION CARRIED**

AYES: Parker, Milich, Timney, Duskocil

NAYES: None

- e. Review discuss and possible action of setting board meeting dates for 2017 and updating Public Notice of Meetings

Deputy Chief Bills answered any questions from the Board regarding setting board meeting dates for 2017 and updating Public Notice of Meetings

Board Member Milich motioned to accept the setting of board meeting dates for 2017 and updating Public Notice of Meetings. Board Member Duskocil seconded the motion.

Vote Conducted. **MOTION CARRIED**

AYES: Parker, Milich, Duskocil, Timney

NAYES: None

- f. Signature for Regional Training Coordinator contract from 10/21/2014

Deputy Chief Bills answered any questions from the Board regarding the signature for Regional Training Coordinator contract from October 21, 2014. Somewhere in transition, the contract did not make it to the city. This is the one from 2014. Everything is the same. The new one is due to come up.

Board Member Milich motioned to approve the Regional Training Coordinator contract from October 21, 2014. Board Clerk Timney seconded the motion.

Vote Conducted. **MOTION CARRIED.**

AYES: Parker, Milich, Duskocil, Timney

NAYES: None

10. FIRE BOARD COMMENTS

Board Chairman Parker - Hope I can do a good job for you guys. Anything you have to say to me, just say it. I am looking forward to working with everybody. I am really excited about the upcoming budget. Especially with this bond thing coming on board. The calendar we have. I challenge the guys to work with administration to get this thing rolling. It worked so smooth last year. I said this before, it was the smoothest budget process that we ever had since I have been here, and I hope it goes that way again this year. Welcome Jim on board.



11. **The Board may vote to go into Executive Session, pursuant to ARS 38-431.03(A)(3) and (A)(4) for discussion and consultation for legal advice/update from the District's attorney on matters pertaining to pending legal matters.** There were none.

12. **ADJOURNMENT**

Board Member Daskocil motioned to adjourn the regular board meeting. Board Clerk Timney seconded the motion.

Vote conducted. **MOTION CARRIED**

AYES: Parker, Milich, Daskocil, Timney
NAYES: None

Summit Fire & Medical Regular Board meeting adjourned at 3:45 pm.

Respectfully submitted

Tammy Schieffer, Administrative Assistant

APPROVED