



**SUMMIT FIRE & MEDICAL DISTRICT  
GOVERNING BOARD  
REGULAR SESSION  
January 18, 2017  
MINUTES**

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

**1. CALL TO ORDER**

Chairman Parker called the Governing Board Meeting to order on Wednesday, January 18, 2017, at 3:03pm, at Station 37, 5500 N Fort Valley Road, Flagstaff, Arizona.

**2. ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM**

Members Present: Board Chairman Rick Parker, Board Clerk Jim Timney, Board Member Jim Newkirk  
Board Member Daskocil arrived at 3:15pm  
Board Member Milich was absent

Administrative: Fire Chief Mark Gaillard, Deputy Chief Jerry Bills, Administrative Officer Chris Gioia, Administrative Assistant Tammy Schieffer

Public: Jeff Matura, Bryan Lundberg, Paul

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

4. 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

**Board Clerk Timney motioned to go into Executive Session. Board Member Newkirk seconded the motion.**

Voted conducted. **MOTION CARRIED. Unanimous Approval**

**Regular board meeting adjourned at 3:04 pm to go into Executive Session.**

**Board Chairman Parker called the regular meeting back into session at 4:01pm.**

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 December 21, 2016

**Board Member Dorskocil motioned that the minutes of December 21, 2016 meeting be approved. Board Member Newkirk seconded the motion.**

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

AYES: Parker, Timney, Newkirk, Dorskocil  
NAYES: None

## **7. CONSENT AGENDA**

- a. Approval of Reconciliations and Financial Reports for December, 2016  
Deputy Chief Bills and Administrative Officer Gioia answered any questions from the Board regarding the monthly Reconciliations and Financial Report for December, 2016. The December 2016 Monthly Reconciliations and Financial Report is attached to the official Governing Board meeting packet.

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

Vote conducted. **MOTION CARRIED.**

AYES: Parker, Timney, Newkirk, Dorskocil  
NAYES: None

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

- a. Monthly Department Updates – Acting Battalion Chief Luna, Chief Bills, Chief Gaillard

- Deputy Chief Bills reported on the runs and calls for November
- Deputy Chief Bills reported Fire House has gone to the Cloud. We are looking to download run times.



- b. Local 1505 Update – Union Rep No report from Local 1505
- c. Other Items – Chief Bills / Chief Gaillard

Chief Gaillard reported the GFR Recruit Graduation is Friday at 5:00pm at City Hall.

Chief Gaillard reported while attending AFDA in Laughlin, NV PSPRS is driving up employer cost and will be reporting more.

## 9. NEW BUSINESS / ACTION ITEMS

- a. CONSIDERATION AND POSSIBLE ADOPTION OF A RESOLUTION PROVIDING FOR ALL MATTERS RELATING TO THE SALE AND ISSUANCE OF GENERAL OBLIGATION BONDS OF THE DISTRICT INCLUDING DELEGATION TO THE FIRE CHIEF AND THE ADMINISTRATIVE OFFICER OF THE DISTRICT TO DETERMINE CERTAIN MATTERS RELATED THERETO.

Bryan Lundberg presented the update to the bonds, and answered any questions from the board.

Chief Gaillard presented to the board about the options for the sale of the bonds.

**Board Clerk Timney motioned to adopt Resolution providing for all matters relating to the sale and issuance of general obligation bonds of the district including delegation to the Fire Chief and the Administrative Officer of the District to determine certain matters related thereto. Board Member Dorskocil seconded the motion.**

Vote conducted. **MOTION CARRIED.**

AYES: Parker, Timney, Newkirk, Dorskocil

NAYES: None

- b. Review discuss and possible action of inquiry into CUP Amendment for Public Assembly

Chief Bills answered questions from the board regarding the inquiry into CUP Amendment for Public Assembly. A copy of the CUP Amendment for Public Assembly is attached to the official Governing Board meeting packet. Station 36 and 37 do not allow for public meetings. The only public meeting that is allowed is the board meetings. There was further discussion. **Board Chairman Parker** said this will be tabled until next meeting.



- c. Review discuss and possible action on accepting a letter of engagement from Hinton Burdick as auditor or going out to bid for auditors.

Chief Bills answered questions from the board regarding accepting a letter of engagement from Hinton Burdick as auditor or going out to bid for auditors. A copy of the letter of engagement is attached to the official Governing Board meeting packet. It was questioned if the board can just accept the letter for the next three years, or have to go out for bid. Administration will research the legalities of this and return to the board.

**Board Chairman tabled this decision until next meeting.**

10. FIRE BOARD COMMENTS- Board Member comments are meant to inform and clarify. No actions will be taken. Only Board Members can speak.

Board Chairman Parker – I went to Laughlin to attend classes there. I saw Jim Timney there and missed all the rest of you, the board. There were very good classes and speakers. I really enjoyed the key note speaker on the last day. He did a great job.

Board Member Daskocil – questioned if Board Member Parker picked up anything we should be doing different?

Board Chairman Parker – That was why I had the question regarding the bids. There was a lot of stuff that is repetitious. As far as I can tell, I think we are following pretty much. I can see there is still a lot of dialogue going on. Whenever there is a question, we get those questions answered, whether through the attorney's or administration.

Board Clerk Timney – I want to thank Chris from bringing the audit issue up so early, so we have a lot of time to deal with it. I hate being under the gun. Chief's –the acknowledgement of growth or lack of growth in this area for pre-planning for a common, centrally located station. I think that is right on target. I think that needs to be pushed as soon as possible.

11. ADJOURNMENT

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

Vote conducted. **MOTION CARRIED, unanimous approval.**

**Board meeting adjourned at 5:12pm**

**Respectfully submitted**

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**Tammy Schieffer, Administrative Assistant**