

MINUTES, ARIVACA FIRE DISTRICT

January 20, 2011

The Arivaca Fire District Governing Board met on Thursday, January 20, 2011 at the Arivaca Fire Station, located at 16091 West Universal Ranch Road, Arivaca, Arizona

1. **CALL TO ORDER**

Chairperson Mark Dresang called the meeting to order at 7:05 pm

2. **ROLL CALL OF BOARD MEMBERS**

Present: Mark Dresang
Kathleen Wishnick
Terry Tompkins
James Meade

3. **PLEDGE OF ALLEGIANCE**

All present joined in

4. **APPROVAL OF MINUTES**

A. Regular Session of December 16, 2010

A motion to approve the minutes was made by Terry Tompkins. Kathleen Wishnick seconded this. The motion was unanimously approved.

5. **REPORTS AND CORRESPONDENCE**

A. Beth Lusby presented Fire Chief's Report by Fire Chief Kathy Brumagin for month of December 2010. Both oral and written reports were presented.

- Personnel Update

Beth reported that there are 28 responders currently active on the roster and doing shifts in the valley

- Administrative

Beth reported we have 1 responder in the valley; the others live outside the valley and are doing 8 to 48 hour shifts. Beth also reported the Buenos Aires National Bird Refuge donated a FEMA trailer to the Fire District for living quarters

- Red Shirt Program

Beth reported 3 personnel would be starting the Red Shirt program after they attend the Structure fire academy in Tubac.

- Ordering of Supplies

Beth reported a small amount of EMS supplies were ordered to keep things stocked.

- Fire Calls

Beth reported that there were no fire calls for the month of December and only 1 motor vehicle crash

- Trucks/Equipment Status/Maintenance/Repairs

Beth reported all vehicles were in quarters and in service

- EMS calls
Beth reported there were 17 calls this month and we responded to 100% of the calls

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- Training classes held
Beth reported that operations had an all day EMS training.
- Grant/Board Information
Beth reported most items requested were received on the RFA grant
- Conflict of interest statement regarding decisions that would involve Scott Brumagin directly
Beth presented a Potential for conflict of interest statement from Fire Chief Kathy Brumagin stating that she would defer to the board to make the decision if any administrative decisions involving Scott Brumagin from which he alone could derive benefit.

B. Fire Board Chairman's Report by Mark Dresang

- Addressing two (2) property owners concerns regarding the Arivaca Fire District Tax Rate
Mark Dresang presented both an oral and written report. He stated the concerns of 2 property owners regarding the rate and what could be done about it.

Larry Beckelman raised several questions/statements:

- A) What does the tax increase do for the people in the district?
- B) Is the Fire District getting too big and hence costing more?
- C) Some people in the district feel deceived by the costs involved
- D) Can the rate be reduced and what is needed to lower the rate

Kathleen Wishnick commented that the board would have to check with the Board of Supervisors to see how the rate could be lowered

Larry Beckelman asked how much monies are currently brought in by the Fire District tax.

Mark Dresang commented approximately \$127,000 and another \$24,000 more or less with the Fire District Assistant tax

Kathleen Wishnick commented that those amounts were assuming everyone paid their taxes on time.

Beth Lusby stated that the Arivaca Fire District has a very low tax base; she also commented that we are not getting what we originally thought we would.

Terry Tompkins stated that the increase in overall taxes was also attributed to the Sahuarita School District override; he stressed that not all the increase was the Arivaca Fire District.

Larry also asked how many of the calls were for the undocumented aliens.

Kathleen Wishnick stated that maybe 1 or 2 a month. The Border Patrol has its own EMT's. The majority of the calls are valley calls. She also stated that there were 17 calls for the

month of December and this is many calls. Kathleen also stated that about 35% of the people do not pay their taxes on time. Larry Beckelman stated that the tax is unfair because if there is 1 house on 40 acres vs. several trailers on 5 acres then they (the 5 acres) do not pay near what the rest of the people pay. Mark Dresang stated that as per the July 1, 2010 to June 30, 2011 budget, we would get \$126,690 and \$24,720 assistance tax if everyone pays their taxes.

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Kathleen Wishnick commented that some of the costs included vehicle maintenance and insurance. Fire Chief Kathy Brumagin stated we have 2 EMS trucks, which means the department can cover 2 calls at the same time. She also stated that there are more wild land fires than structure fires. We currently have 1 structure truck.

Fire Chief Kathy Brumagin stated she wants to make sure we have the resources for anything that comes up in the valley. The Wild land fires bring in revenue. She stated that currently, with regard to pay, the first three responders on a call get \$20.00 each. The Wild land fire pays us per hour for the use of the trucks.

Mark Dresang commented that when we work on the budget maybe we will see if we can cut some costs. As Board members, we need to look at every item.

Kathleen Wishnick also stated that with regards to grants, due to the economy many sources of funding were drying up. Grants are just not as available as they used to be.

Larry Beckelman asked if they could get rid of some of the vehicles that are not used on a regular basis.

Fire Chief Kathy Brumagin commented that without the Wild land Program we would not have as many volunteers from outside the area. The young people get paid and training on Wild land fires.

Mark Dresang commented on Fire Chief Kathy's statement that the Wild land Program was the carrot to get EMS responders here.

Terry Tompkins said the people in the program have to spend a lot of time and education before they can go out on a truck.

Andy Spear asked what is attracting people.

Fire Chief Kathy Brumagin commented the trucks and the ability to get them out. The Battalion Chief gets on the phone making calls trying to get the trucks out during fire season. This attracts a lot of young people because they come here for the experience.

Andy Spear asked if the expenses for EMS vs. a fire call could be separated.

Fire Chief Kathy Brumagin commented per call expenses would be EMS supplies and fuel.

Mark Dresang stated that in this year's budget (July 1, 2010 to June 30, 2011) \$20,159 was allotted to repairs and maintenance and \$4,128 was allotted to fuel.

Larry Beckelman commented that if his place were to catch fire it would burn before the department got there.

Fire Chief Kathy Brumagin stated that the trucks are now equipped with GPS to track where they are going. She also stated that the property owner could give 911 a name to give to the responders. Fire Chief Kathy is also trying to talk people into helping out by putting up visible house numbers that can be seen in the day or night.

Scott Brumagin stated that about 2 years ago, there was a structure fire in the back bedroom of a trailer and the department saved the rest of the house. Another time there was a yard fire and the department got to the location before the fire took the house.

Mark Dresang asked Larry Beckelman what he would like the department to do.

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Larry responded that he would like to reduce the rate as much as is possible.

Mark made a motion to form a committee to look into reducing the rate. He suggested the committee be made up of 2 board members, 2 people from the public that were for the current tax rate, 2 people that wanted the tax rate reduced, and the Fire Chief.

Terry Thompson seconded this motion.

Mark asked if there was any discussion.

Kathleen Wishnick asked how soon this committee would meet.

Mark stated it would be a group of people to address concerns of Larry Beckelman.

Mark Dresang amended the motion to include 2 people from operations.

Kathleen seconded this motion.

Terry Thompson asked who would appoint these people.

Kathleen Wishnick asked about the people that raised this concern.

Mark Dresang stated the committee would meet 3 times in February.

Patti Jent stated she would like to be on the committee. She did not sign the petition and was originally opposed to the tax rate however since she became involved as a volunteer she realized what all was happening and now she was for the current tax rate.

Mark commented that the committee would include himself, Kathleen Wishnick, Patti Jent, Beth Lusby, Fire Chief Kathy Brumagin, and Larry Beckelman. Mark asked Larry if he would find one other person that would like to see the rate lowered. Larry stated he would try.

Mark asked for a vote on the motion. It was unanimously

approved by all.

C. Treasurer's report from Kathleen Wishnick

- The treasurer's report will include the beginning balance, collections, disbursements, net income, fund balance, and listing of warrants paid for the month of December 2010. Kathleen presented both a written and oral report. Total cash on hand of all accounts as of December 31, 2010 was \$61,452.10. Expenses for the month totaled \$8,644.48. Terry Thompson asked if there was a Profit/Loss statement. Without this statement he cannot see what the budget looks like vs what the department is actually doing. Beth Lusby stated she would provide the Profit/Loss statement at the next meeting.

6. BUSINESS

A. Discussion on possible board appointment

- The Board is to be comprised of 5 board members; currently there are 4. Mark Dresang asked if there were any names for the 5th board member. Patti Jent suggested Omar Rood.

B. Motion/Vote on new board appointment

- The Board will make a motion on names for the new board member and vote on acceptance of same. Mark Dresang asked for a motion to put Omar Rood on the board as the 5th member. Terry made a motion to appoint Omar Rood as the 5th member of the Fire District Board.

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Kathleen Wishnick seconded the motion.

Mark asked Omar to give a little background information.

Omar Rood gave a brief background of himself.

Mark called for a vote on the motion. It was unanimously approved by all.

C. Swearing in of appointed Board Member

- Terry Tompkins, Clerk, will swear in the appointed Board Member. Omar Rood was sworn in by Terry Tompkins.

D. Discussion and update from operations on formation of emergency disaster plan committee

- This is a continuation of previous discussion relating to the District's ability to communicate with neighbors during a power and/or telephone outage. Beth Lusby and Fire Chief Kathy Brumagin stated they had a phone conversation with Qwest. Qwest would look into utilizing a local system and would get back with them. Fire Chief Kathy Brumagin stated she had not heard back from them since the phone call. Kathleen Wishnick asked if Qwest would be willing to come

down and meet with us.
Beth Lusby stated they would.
This item is tabled.

- E. Report from 911 Memorial Committee
- This is a continuation of previous discussion on the Arivaca Fire District receiving a piece of steel from the Twin Towers
Fire Chief Kathy Brumagin stated we have not heard anything further. She asked if this could be taken off the agenda until we heard back.
The board agreed to take this item off the agenda until something else develops.
- F. Update on Grant to purchase truck from Richard Goodsell
- This is a continuation of previous discussion relating to the payoff of tactical tender #1256 and update on remaining funds
Fire Chief Kathy Brumagin informed the public of the grant we received to pay off tactical tender #1256.
Beth Lusby stated we still had not yet received the funds.
- G. Report from Web Committee.
- A member of the Web Committee will update the Board on changes/additions/deletions to the web site
Mark Dresang stated there was no legal meeting of this committee. He stated the meeting would be on February 14, 2011 at the Fire Station at 1 p.m.
 - The Board will discuss changes/additions/deletions to the web site
Since the committee did not meet, there was nothing to discuss.
- H. Discussion on burn permits
- This is a continuation of previous discussion relating to the District issuing burn permits and enforcement
Fire Chief Kathy Brumagin stated she had not done anything with this item because of the enforcement issue. She asked this item be removed from the agenda until she gets more information.
The board agreed to take this item off the agenda until something else develops.

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- I. Discussion/motion on Mutual Aid Agreement with Three Points
- This is a continuation of previous discussion on the Arivaca Fire District entering into a Mutual Aid Agreement with Three Points
Fire Chief Kathy Brumagin stated she would be meeting with the Chief on Tuesday to talk about this.
- J. Legislative Update
- Beth Lusby will do a presentation on the new Legislative policies/rules and what is being considered
Beth Lusby handed out copies of a hand out she received at the Fire District conference.
Beth Lusby commented about Finance Omnibus and how the legislature is adjusting Arizona Revised Statutes (ARS) to meet

District needs such as a separate checking account for payroll and petty cash.

Mark asked if the board could take the handout home, look at it, and discuss it at the next meeting.

Beth stated it could wait until next month giving the board time to read it.

Kathleen Wishnick asked what items were the most critical.

Beth Lusby stated the Regional Fire Authority.

Mark asked if Beth would cover those two tonight and the rest at the next meeting.

Beth commented that PCWIN is under the Regional Fire Authority.

Terry Tompkins commented that PCWIN is a \$120 million dollar project to get the police, fire, and sheriff all working under one system. Each department will have its own niche but all will be able to communicate with each other. Arivaca elected not to do this because we could not communicate with Wild land or Forest Service for fires.

Beth Lusby commented that we could op in or out on parts of PCWIN.

Beth Lusby also commented on the Fire District Assistance Tax stating that it was originally designed to help small rural districts like the Arivaca Fire District for services rendered near highways. She stated that current legislation is suggesting a \$300,000 limit for any department. The legislators are also talking about doing away with this tax. Another possibility is passing a bill that a fire district cannot bill for out of area services. She suggested visiting the Arizona Fire District website and seeing what is going on with this item.

- Question and discussion on presentation
Questions and discussion occurred during the presentation.

K. Signing of checks

- Beth Lusby will present checks to be signed by the treasurer and the clerk

Beth Lusby asked if checks could be signed after the meeting.

The board agreed.

L. Report on Fire District Conference in January, 2011

- Board and staff members that attended the Fire District Conference will report on what they learned

Kathleen Wishnick thanked Fire Chief Kathy Brumagin for obtaining scholarships for the people attending the conference.

Mark Dresang submitted both a written and oral report. Mark stated this was his 3rd conference, and how he understood the topics more now, and how the main theme of the conference was public service. Other items he mentioned were the budget and open law meetings.

Terry Tompkins commented that he attended two classes. In the finance class, he learned some of the board roles and

responsibilities. One thing the board is to do is to make sure the department sticks to the budget. His second class was a question/answer session primarily on the open meeting laws.

Kathleen Wishnick stated she took a budget class. She also took a Roles and Responsibilities class. Kathleen commented that it was nice to hear what other departments were doing. She also commented that each board member needs 4 classes to get certified.

Fire Chief Kathy Brumagin stated she took a Fire Chief class where Chief DeWolfe discussed being a good CEO and a good fire Chief. She also took Board Policy and Responsibilities. Fire Chief Kathy Brumagin stated she is now certified.

Terry Tompkins stated that our budget is the 2nd lowest in the state.

Larry Beckelman asked if that is per capita.

Terry Tompkins stated there is no way to measure the number of people in a district. He also stated there were 144 districts in the state.

M. Fees outside the district area

- This is a continuation of previous discussion relating to the District notifying people outside the area of the Annual Membership Fee

Kathleen Wishnick suggested letters to each household outside the district boundaries but inside the service area would be nice. She also asked how many people it would involve.

Mark Dresang stated the service area included Sasabe and people up to the 12 ½ mile marker east.

Terry Thompson stated the people outside the district but in the service area needed to be notified.

Mark Dresang asked Terry to check into how many households it would include.

N. Community Development Block Grant

- The Board will discuss if they want to apply for a grant and if so what should be applied for.

Fire Chief Kathy Brumagin stated she had asked Larry Austin to write a grant for the purchase of land and construction of a building.

Scott Brumagin stated an on site generator for the station would be nice. During times of no power, we would be able to bring people to the station who require electricity for their life support equipment.

Mark Dresang asked Patti Jent to write the grant for the generator.

7. CALL TO THE PUBLIC

Consideration and discussion of comments and complaints from the public. Those wishing to address the Arivaca Fire District Board need not request permission in advance. The Fire District Board is not permitted to discuss or take action on any item raised in the call to the public. However, individual Board members may be permitted to respond to

criticism directed to them. Otherwise, the Board may direct that staff review the matter or that the matter be placed on a future agenda. The Fire District Board cannot discuss or take legal action on any issue raised during the Call to the Public due to restrictions of the Open Meeting Law.

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- Larry Beckelman asked if the Fire District was allowed to charge the federal government for the undocumented alien calls. Mark Dresang asked for this to be put on the next agenda for discussion.

8. Adjournment

Kathleen made a motion to adjourn and this was seconded by Terry Thompson. There was no discussion. Mark Dresang adjourned the meeting at 8:49 PM.

Mark E. Dresang

Terry Thompson

