

MINUTES

AVRA VALLEY FIRE DISTRICT

REGULAR MEETING OF THE BOARD OF DIRECTORS



Meeting Date: Thursday, April 21, 2022
Meeting Time: 5:30 PM
Location: 21021 E. Homestead Drive, Red Rock, AZ 85145

RECORDING ON.

- 1) **Call To Order** Chairman Castaneda called the meeting to order at 5:35 PM.
- 2) **Pledge of Allegiance to the Flag of the United States of America**
- 3) **Roll Call and Confirmation of a Quorum**
Chairman Castaneda, Jr. Chief Delfs, absent/excused
Vice-Chairman Bauer Assistant Chief Klein
Clerk Neilson Lorrie Palmquist (present by phone)
Director Armendarez Counsel Wencker (present by phone)
Director Haffner, absent/excused
- 4) **Recognition of Personnel**
- 5) **Call To The Public** NONE
- 6) **Announcements, Current Events & Correspondence**
 - AFDA Summer Conference July 2022
- 7) **Review, Discussion and possible Action to approve the FY21 Audit report. The auditors will be present telephonically to present the audit report.**

Auditor Jim Saunders was in attendance to present the FY21 Audit Report. He commented that audit fieldwork is conducted to review the financial statements and the underlying information which supports those statements. The following opinions were issued for the fiscal year ended June 30, 2021:

1. The financial statements present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Avra Valley Fire District and the respective changes in financial position and, where applicable, cash flows thereof for the year ended June 30, 2021 in accordance with accounting principles generally accepted in the United States of America.
2. As required by Governmental Auditing Standards, the audit did not identify any deficiencies in internal controls that are considered to be material weaknesses.
3. Also, the results of the audit tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.
4. And, the District complied with the requirements identified in Arizona Revised Statutes Title 48-805 for the fiscal year ended June 30, 2021.

Mr. Saunders stated that the District has been well managed and should be commended for a job well well done. Chairman Castaneda expressed thanks to the auditors and appreciation for their time. Vice-Chairman Bauer motioned to accept the FY21 Audit Report. Clerk Neilson seconded.

Motion carried unanimously, 4:0.

8) **Review, Discussion and possible Action** regarding the following items for consent:

- **Minutes from the regular meeting held March 24, 2022**

Vice-Chairman Bauer motioned to approve the Consent Agenda. Director Armendarez seconded. **Motion carried unanimously, 4:0.**

9) **Chief's Report**

The Fire Chief may update the Board on items of interest relating to but not limited to the following: Response times, vehicles, facilities, labor relations, personnel, finance, grants, communications and/or training. Alternatively, the Fire Chief may provide written comments in the Board Member's packets or by email. The Board Members may ask clarifying questions and they may direct the Chief to place items on future agendas for further discussion or action.

Chief Klein highlighted the following items:

- The CON response times have been met annually. For March, the times were slightly off due to road conditions near Station 192. Our goal is to meet the CON times monthly, but the requirement is to meet the CON time annually.
- The County provided funding for the purchase of a drone. The drone will be used for technical rescue purposes.
- We will provide dedicated cell phones on each apparatus in order to improve the communications. Verizon moved us into a different plan at a very minimal cost.
- We have expressed our intent to purchase an ambulance. We are awaiting grant funding.

9) **Review, Discussion and possible Action** to build a concrete slab next to the mechanic's shop at fire station #192. The total cost is \$8995.00 plus applicable taxes. The Three Points Fire District will reimburse Avra Valley Fire District for one-half of the total cost.

Vice-Chairman Bauer motioned to approve building a concrete slab next to the mechanic's shop at fire station 192. Clerk Neilson seconded. **Motion carried unanimously, 4:0.**

10) **Review, Discussion, and Possible Action** to adopt the addendum to the Intergovernmental Agreement for Management and Resource Sharing Between Avra Valley Fire District and Three Points Fire District.

Counsel Wencker addressed the Board stating that there were questions regarding the scope of coverage, specifically the indemnification issues related to Three Points equipment while on Avra Valley property. To avoid the necessity of obtaining a separate insurance rider for the garage, this addendum has been drafted to provide an indemnification clause. Clerk Neilson motioned to adopt the addendum to the Intergovernmental Agreement for Management and Resource Sharing between Avra Valley Fire District and Three Points Fire District. Vice-Chairman Bauer seconded. **Motion carried unanimously, 4:0.**

12) **Review, Discussion and possible Action** to adopt Resolution 2022-01 Approving and Authorizing the execution of an amendment to the Intergovernmental Agreement with the Northwest Fire district for dispatch services.

Chief Klein stated that this is the annual agreement containing updated rates for FY23. Director Armendarez motioned to adopt Resolution 2022-01 approving and authorizing the execution of an amendment to the Intergovernmental Agreement with the Northwest Fire District for dispatch services. Vice-Chairman Bauer seconded. **Motion carried unanimously, 4:0.**

13) **Review, Discussion and possible Action** to modify and/or approve the March 2022 Financial Reports and authorize the Chairman and Clerk to sign the *Certificate of Review*.

Vice-Chairman Bauer motioned to approve the March 2022 financial reports and authorize the Chairman and Clerk to sign the Certificate of Review. Clerk Neilson seconded. ***Motion carried unanimously, 4:0.***

14) **Review, Discussion and possible Action** to review the preliminary budget for FY23.

Ms. Palmquist presented the new budget format required by the Arizona Auditor General. Discussion ensued.

15) **Reports of Board Members and Staff** NONE

16) **Future Agenda Items** adopt *Proposed FY23 Budget*
Captain's Badge pinning

17) **Date of Next Board Meeting** May 26, 2022 at 5:30 PM

18) **Adjournment**

Vice-Chairman Bauer motioned to adjourn the meeting. Director Armendarez seconded. ***Motion carried unanimously, 4:0.*** Meeting adjourned at 6:51 PM.

Recording Off

SIGNED

DATE

Board Members

Luis Castaneda, Jr. Sara Bauer Eric Neilson Thomas Armendarez James Haffner

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