



Puerco Valley Fire District

(928) 688-2424 - PO. Box 39 Sanders AZ 86512

NOTICE OF MEETING

The Fire Board of the Puerco Valley Fire District will meet in regular session on **November 30th, 2023, at 4:30 pm**. The meeting will be held at the Sanders Valley Baptist Church, in Sanders, Arizona. The Board may vote to go into executive session on any agenda item pursuant to A.R.S. § 38-431.03(A) (3) for legal advice with the district's attorney on matters as set forth in the agenda. Board Members or other participants may attend by telephonic conference. **The following items, topics, and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.**

AGENDA

1. **CALL TO ORDER / PLEDGE OF ALLEGIANCE: TIME 4:38pm**
2. **ROLL CALL OF BOARD MEMBERS AND ATTENDEES:** Directors Toni Wood, Darla Basamania, Linda Jones, Josie Forrester, and Sandy Begay. Also present Office Manager Tami Wood, Interim Chief Bill Prentice and Counsel Nicolas Cornelius (via zoom/telephone).
3. **CALL TO THE PUBLIC:**
Discussion and consideration of comments and complaints from the public. Those wishing to address the Puerco Valley Fire Board need not request permission in advance. The Fire District Board is not permitted to discuss or take action on any item raised on 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.
4. **READING AND APPROVAL OF MINUTES:**

Regular Session of November 9th, 2023, **MOTION Josie SECOND Darla CARRIED 5-0**



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5. OLD BUSINESS:

Status of CON matters, Status of Grant, Status of Arizona Dept. of Health Services matters, Status of Audit, Ambulance Matters, Accounting/CPA matters, creation of new email domain (.gov)-Counsel/Chief Prentice/Tami Wood

- Status of Con Matters- Form of documentation will be provided to DHS. On 01/09/2024, the Medical Director from Banner Casa Grande will be coming to the station. Counsel Nicolas Cornelius and Kathy Steadman will be coming up as well for the meeting.
- Status of grant- Information on the Grant was entered incorrectly, will be working with FEMA to get it fixed and submitted.
- Creation of new email domain (.gov)- .Gov is all ready, working on getting the emails set up now.
- Status of Audit-Still working with Apache County to get it finished.

Budget questions/clarifications (employee pay, ASRS/FICA/FIT), possible amendment to the budget pertaining to salaries-Josie/Linda

Update on fingerprints/drug tests-Tami

- The Sanders Clinic will be doing drug tests and TB tests on all employees during the month of December.

6. REPORTS AND CORRESPONDENCE:

Correspondence

Fire Chief's Report

- Image Trend is still being worked on. We are about 4 weeks out from it being live.
- Interim Chief Prentice would like to sign up for the ASHI training center. This will allow Chief Prentice to train not only our employees but employees from other Fire Stations. This can be an additional source of income. The price for the sign up is \$730. This was approved by the Board.
- Jackets will be purchased for all employees for Christmas.
- Morale is excellent right now, best it has been in a long time.
- Future Tire in Holbrook has given our department a government discount on all purchases.
- Verizon would like to put a tower on our property, this would bring in \$6,000 a month.

Expense Report

Approval of Finances: **MOTION Darla SECOND Josie CARRIED 5-0**

7. EXECUTIVE SESSION: TIME 5:17pm MOTION Josie SECOND Sandy

Status of CON matters, Status of Arizona Dept. of Health Services matters, Ambulance Matters, Accounting/CPA matters, creation of new email domain (.gov), -Counsel;

Interim or Permanent contract for Chief Prentice

Salary Discussion re: Chief Prentice, now that he has both EMS and Fire operations

Litigation Update-Snyder and Despain matters-Counsel

Discussion and possible legal advice re; new District bank account-Josie

Discussion and possible legal advice re; Stanley Carpenter raise in price-Tami

8. NEW BUSINESS: Return to open meeting at _____

Interim or Permanent contract for Chief Prentice

- Chief Prentice was asked to step out so the Board could have a discussion. He left the room at 5:22pm and came back in at 5:35pm.
- The Board decided to approve a Permanent Contract for 3 years for Chief Prentice. This will be back dated to 11/9/2023.

Approval of Chief's Contract: **MOTION Darla SECOND Linda CARRIED 5-0**

Salary Discussion re: Chief Prentice, now that he has both EMS and Fire operations

- The Board agreed to pay Chief Prentice a yearly salary of \$75,000. There will be a 6 month review and at that time a raise will be discussed.

Litigation Update-Snyder and Despain matters-Counsel

- Brandie Despain filed a separate hearing w/DHS, this will be in January. Cliff Snyder is named in the hearing. Brandie will be attempting to take back the CON. Directors Toni Wood and Darla Basamania will be witnesses.

Chair Toni Wood out of the office from 12/13/2023 to 1/19/2024; Clerk Forrester to be acting chair

Discussion and possible legal advice re; new District bank account-Josie

- Will not be opening a new District bank account at this time. Will use the Auxiliary Account for Image Trend.

Discussion and possible legal advice re; Stanley Carpenter raise in price-Tami

- The Board voted to keep Stanley Carpenter, with the new monthly cost of \$950.

Approval to keep Stanley Carpenter: **MOTION Josie SECOND Linda CARRIED 5-0**

Adding an Office Manager's Report/Updating Agenda format-Tami

9. **NEXT FIRE BOARD MEETING WILL BE ON January 25th, 2024, at 4:30pm.**

10. **ADJOURNMENT: MOTION Sandy SECOND Darla 5:52pm**