



Rio Verde Fire District
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**MINUTES OF THE
RIO VERDE FIRE DISTRICT
BOARD OF DIRECTORS GENERAL SESSION**

October 26, 2020

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October 26, 2020

COMMISSIONERS PRESENT: Marty Bowin, Jeanne Finney, George Kattermann, Dennis Meyers, and Nancy Sewell

COMMISSIONERS ABSENT: None

ALSO PRESENT: Chief Jay Ducote, Fire Marshal Chris Cavanaugh, and Administrative Manager Jennifer Jacobs; Rio Verde Fire District; Nigel Finney, Tonto Verde Resident

I. CALL TO ORDER

The Monday, October 26, 2020, General Session of the Board of Directors was called to order by Chairperson George Kattermann at 9:00 a.m. in the Rio Verde Community Board Room located at 18816 E. Four Peaks Blvd.; Rio Verde, Arizona.

II. ROLL CALL OF BOARD MEMBERS

All commissioners were present.

III. CERTIFICATE OF POSTING

The District's Certificate of Posting was presented, certifying that the meeting's agenda had been posted at least twenty-four hours prior to the meeting. This certificate was posted at the fire station, Rio Verde Post Office, Rio Verde Community Center, the Tonto Verde Community Center, and on the District and Trilogy websites.

IV. RESOURCE SPECIALISTS REPORT

Commissioner Dennis Meyers reported that it had been another quiet month.

V. CALL TO THE PUBLIC

There was no response to the Call to the Public.

VI. APPROVAL OF MINUTES

September 28, 2020, General Session

Commissioner Nancy Sewell moved to approve the September 28, 2020, General Session minutes. That motion was seconded by Commissioner Dennis Meyers and passed with a vote of 4-0-1 (Commissioner Bowin abstaining due to absence).

September 28, 2020, Executive Session

Commissioner Finney moved to approve the September 28, 2020, Executive Session minutes. That motion was seconded by Commissioner Sewell and passed with a vote of 4-0-1 (Commissioner Bowin abstaining due to absence).

VII. CLERK'S REPORT

Future Meetings

Clerk Commissioner Jeanne Finney listed the following meeting dates:

- Monday, November 23, 2020 – 9 a.m.
- Monday, December 28, 2020 – 9 a.m.
- Monday, January 25, 2020 – 9 a.m.

All meetings will be held at the Rio Verde Community Board Room.

VIII. FINANCIAL REPORTS

Commissioner Bowin reviewed the financial reports for September of 2020:

Financial Report – September 2020	
Revenue	\$593,688.53
Expenses	\$232,826.92
Other Income (Expense)	\$248,678.12
Net Income (Loss)	\$609,539.73
Transfers to (from) Capital Fund	\$250,000.00
Adjusted Net Income	\$359,539.73
Monthly Budgeted Net Income (Loss)	\$115,073.40
YTD Actual Net Income (Loss)	\$855,778.58
Borrowing from Capital Fund	\$1,000,000.00
YTD Adjusted Net Income	(\$144,221.42)
YTD Budgeted Net Income	(\$466,315.03)

General Fund Operating Cash	\$913,852.92
Capital Fund Cash	\$342,845.87
Capital Fund Advances to General Fund	\$1,000,000.00
Capital Fund Equity	\$1,342,845.87

Commissioner Bowin moved that the Board accept the September 2020 Financial Report as submitted. That motion was seconded by Commissioner Sewell and passed unanimously.

Commissioner Finney asked if in the Profit & Loss statement there could be an asterisk with the amount of extra contribution to PSPRS at year's end, so it is easier to tell how much has been actually contributed during the year. This is much in the way that the fulltime/overtime amount shows how much is included for wildland overtime. The subject was discussed, though no action was taken at that time.

Commissioner Bowin moved that the Board accept the September 2020 Monthly Transaction Report. That motion was seconded by Commissioner Sewell and passed unanimously.

Commissioner Bowin moved that the Board accept the September 2020 bank reconciliations as submitted. That motion was seconded by Commissioner Meyers and passed unanimously.

IX. ADJOURNMENT TO EXECUTIVE SESSION/RECONVENE TO GENERAL SESSION

Pursuant to ARS §38-431.03(1), at 9:14 a.m. Commissioner Bowin moved that the Board move to Executive Session for the purpose of hearing presentations from two design/build contractors regarding Fire Station 442. That motion was seconded by Commissioner Sewell and passed unanimously.

At 11:09 a.m. the Board reconvened to General Session.

Chief Ducote agreed to make arrangements for Board members to tour one fire station constructed by each of the two design/build contractors. At its November meeting, the Board will then award the bid for construction of Fire Station 442.

X. CARES ACT MONEY

The District had received a reimbursement of \$70,014 from the Coronavirus Aid, Relief, and Economic Security (CARES) Act. Chief Ducote had submitted the request for funds from a total of lost firefighter wages, plus time expended on Coronavirus-related activities for Fire Marshal Cavanaugh and himself.

A video regarding ambulance UV-C decontamination systems was shown to Board members.

Staff sought permission from the Board to purchase the following:

1. One new heart monitor that is compatible with the new Image Trend Electronic Patient Care Reporting (EPCR) software. This heart monitor cost would be between \$35,000 - \$40,000. The old heart monitors are becoming obsolete and do not work with the new EPCR software. This is important in the transfer of heart rhythm EKGs to ER physicians through Bluetooth.
2. Two ambulance-mounted UV-C systems (decontamination systems) at a cost of approximately \$4,000 - \$5,000 per unit.

Chief Ducote added that the current payroll budget is under budget due to the fact that only two of the three budgeted firefighters were hired. The Fire Station 442 trailer was manned two months later than planned, thus saving those operational costs as well.

Commissioner Bowin moved that the Board approve up to \$10,000 for two UV-C systems. That motion was seconded by Commissioner Sewell and passed unanimously.

The heart monitor purchase will be placed on the November agenda when more cost information is available.

XI. EMS REPORT

Commissioner Finney noted that there were 12 service surveys returned, all claiming "Outstanding Service." There were no requests for additional contact. Many residents wrote of their appreciation for the District's assistance and expertise.

XII. CHIEF'S REPORT

Bond Update

Chief Ducote reported that community bond presentations had been held, all of them very positive. Commissioner Bowin commended the chief for his handling of those public meetings.

Wildland Firefighting

All out-of-state wildland firefighting costs have been received to date, so firefighters have again been dispatched to California.

XIII. FIRE MARSHAL REPORT

Fire Marshal Chris Cavanaugh reported the following for the month of September 2020:

Permits issued:

September	2020	2019
Sprinklers	13	13
Propane Tanks	15	0
Others	0	0
YTD (All Types)	208	281

Other Prevention Activity (September)	
Sprinkler Plan Review	1
Propane Plan Review	15
Total Inspections (Fire Marshal and Inspectors)	50

Cavanaugh advised the Board that a total of 481 new homes had been closed by Shea Homes through September, up ten from last month.

Activity Report

Cavanaugh also reviewed the District's activity and average response times for September 2020:

Call Type	Response Time
In-District EMS	5:18
South District/North District EMS Response Time (Avg)	5:00/7:26
Out-of-District EMS Non-Corridor (Fountain Hills, Fort McDowell)	N/A
Out-of-District EMS Corridor	20:14
In-District Non-Emergency	6:18

Call Type	# Occurrences	
	September 2020	September 2019
EMS In-District Calls	32	16
EMS Out-of-District Calls (Non-corridor)	0	0
EMS Out-of-District Calls (Corridor)	2	0
Non-EMS In-District	44	31
Transports	24	14
• Out of District Transports	0	0
Outside Rescue Used Within District	2	2
Fire-related Calls*	4	3
BP/Information Services	24	37
Station Tours/Walk-in First Aid	0	2

Child Seat Install	0	0
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*One alarm malfunction, one alarm for a battery, one alarm due to smoke in residence (possibly an electrical issue), one investigation only request.

Fire Marshal Chris Cavanaugh indicated that the response times were averaging up a little due to new Covid-related procedures.

XIV. ADMINISTRATIVE MANAGER'S REPORT

Administrative Manager Jennifer Jacobs updated the wildland expense report for September 2020. (See attached.)

Jacobs reported that the District had received a total amount due of \$118,155.62 for the California fires, which brought their balance to zero. Arizona receivables are now at a total of \$52,497.60.

The 2021 meeting schedule had been distributed, and Board members were asked to review them for any date conflicts.

XV. UNFINISHED BUSINESS

There was no unfinished business.

XVI. BOARD COMMENTS

Commissioner Sewell asked if District firefighters could be called to Colorado. Chief Ducote responded that since it was a border state to Arizona, District firefighters could be called to Colorado. Though not in recent history, the District has fought Colorado fires in the past. Fire Marshal Chris Cavanaugh stated that some District firefighters who work with private agencies on their days off could also be used to fight Colorado fires.

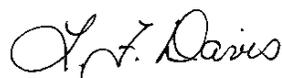
XVII. CHAIRPERSON COMMENTS

There were no additional comments from Chairperson Kattermann.

XVIII. ADJOURNMENT

Commissioner Bowin moved that the meeting adjourn at 11:54 a.m. That motion was seconded by Commissioner Sewell and passed unanimously.

Respectfully submitted,



Libby Floyd Davis
My Personal Secretary
(From Voice Recording)