

## MINUTES OF THE BUCKSKIN FIRE DEPARTMENT DISTRICT FIRE BOARD

11/15/17-Open Meeting: Minutes to be approved at open public meeting on December 13, 2017. An Open Meeting of the Buckskin Fire Board convened on November 15, 2017 at 6:00 pm in the classroom of Station 1 of the Buckskin Fire Department located at 8500 Riverside Drive, Parker, AZ 85344. The following matters were discussed at the Open Meeting.

1. Call to Order: 6:00pm
2. Roll Call.  
Members Present: Chairman Jeff Daniel, Secretary/Clerk: Wayne Posey, Board Member Robert Gory, Don Rountree and Glenda Gerson.  
Staff Present: Interim Chief Pellerin, Barbara Cole, New Interim Chief Abel, Barbara Madison, Lt. Fernandes, Firefighter Bookey, Firefighter Klein, Firefighter Greve and Captain Byrd  
Public Present: Gary Svider and Barry Gerson.
3. (Action Item): Approval of Minutes submitted for the Open Meetings held on 10/18/17.  
Motion made by Glenda Gerson for the approval of Minutes for the meeting of 10/18/17, along with a second from Bob Gory.  
*There were no comments or questions prior to voting*  
*Ayes: Daniel, Posey, Gory, Gerson and Rountree*  
*Nayes:*  
*Absent:*  
*Abstain:*  
*Chairman Daniel: Motion passed by a unanimous vote on item #3.*
4. (Action Item): Discussion and Possible Action: Acceptance of monthly expense report 10/01/17-10/31/17. All transactions approved by Administrative Fire Chief; documentation for these expenses were reviewed and authorized by a minimum of two Fire Board Members whose signatures are on the warrants issued to vendor(s), as per Buckskin Fire District policy and procedures. Motion was made by Glenda Gerson for the acceptance of the monthly financial reports and expense reports for 10/1/2017-10/31/2017, along with a second from Wayne Posey.  
*There were no comments or questions prior to voting.*  
*Ayes: Daniel, Posey, Gory, Gerson and Rountree*  
*Nayes:*  
*Absent:*  
*Abstain:*  
*Chairman Daniel: Motion passed by a unanimous vote on item #4.*

5. Possible motion to go into Executive Session pursuant to A.R.S.. §38-431.03.A.3 re: Legal advice regarding personnel matters; benefit issues. Via telephone conference call with Bill Whittington, Legal Counsel.  
Motion was made by Glenda Gerson, along with a second from Bob Gory to convene into Executive Session regarding item number 5, pursuant to A.R.S.. §38-431.03.A.3 with legal counsel, Bill Whittington, (via telephone).  
*There were no comments or questions prior to voting.*  
*Ayes: Daniel, Posey, Gory, Gerson and Rountree*  
*Nayes:*  
*Absent:*  
*Abstain:*  
*Chairman Daniel: Motion passed by a unanimous vote to go into Executive Session. 6:35pm.*

**Reconvene to Open Meeting: 7:50pm**

*Note: No decisions were made during Executive Session.*

6. (Discussion and Possible Action): Directive to legal counsel or staff relating to vacation and sick leave benefits policy and payments.  
Motion was made by Wayne Posey, along with a second from Don Rountree for Chief Abel to review the policies and practice regarding flex time, overtime and comp time.  
*There were no comments or questions prior to voting.*  
*Ayes: Daniel, Posey, Gory, Gerson and Rountree*  
*Nayes:*  
*Absent:*  
*Abstain:*  
*Chairman Daniel: Motion passed by a unanimous vote on item #6.*
7. (Discussion and Possible Action): Signing of New Interim Fire Chief Contract.  
Contract was signed by Interim Chief Stephen Abel, Chairman Daniel and Secretary/Clerk Wayne Posey. Jeff Daniel made comment that he and Chief Abel and signed a preliminary contract for the Chief to be able to start on November 15, 2017.
8. (Report) Chairman's Report: Jeff Daniel  
*Chairman Daniel: Nothing to report at this time.*
9. Fire Chief's Report: *(See attached Reports) by Interim Chief Pellerin.*  
A. Summary of Incident Report/Activity Log  
B. Monthly Activities  
C. Upcoming Activities and Events  
D. Overtime Report
10. **Call to the Public.** Consideration and discussion of comments from the public. *Those wishing to address the Buckskin Fire District Board need not request permission in advance Pursuant to A.R.S. § 38-431.01(G), the Fire District Board is not permitted to discuss or take action on any item raised in the call to the public that is not specifically identified on the Agenda. 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 ask that the matter be placed on a future agenda. Public input is limited to two (2) minutes per session unless a greater amount of time is approved by the*

Board. *The Fire District Board cannot discuss or take legal action on any issue raised during the Call to the Public that is not on the current Agenda; due to restrictions of the Open Meeting Law. No Public comments or discussions.*

11. Poll Board Members for *items to be considered for inclusion on next agenda.*  
Building-Shade structure update, Type 3 Engine Update, draft of policies and procedures regarding flex, comp and overtime, (1<sup>st</sup> draft). Update regarding Henry & Horne audit.

12. **Schedule next Work Session and/or Regular Session;**  
*Next scheduled meeting will be on Wednesday, December 13, 2017 at 6:00pm.*

13. Adjourn.  
*Meeting adjourned at 8:30pm*

Jeff Daniel  
Jeff Daniel, Chairman

12/13/17  
Date

Barbara Cole  
Office Administrator

12/6/2017  
Date

Minutes approved by: WCB

Date: 12/13/17

Minutes approved by: Tom Mount

Date: 12-13-17

PERSONS WITH A DISABILITY MAY REQUEST A REASONABLE ACCOMMODATION BY CONTACTING, STEV ABEL, FIRE CHIEF OF BUCKSKIN FIRE DEPARTMENT (928) 667-3321 PRIOR TO THE SCHEDULED MEETING. FACILITIES ARE HANDICAPPED ACCESSIBLE.