



MINUTES OF THE BUCKSKIN FIRE DISTRICT FIRE BOARD

04/12/22 - Open Meeting and Workshop: Minutes to be approved at open public meeting on Tuesday, 05/10/2022, a public meeting of the Buckskin Fire Board convened on April 12, 2022, that started at 6:00 pm in the classroom of the Buckskin Fire District, located at: 8500 Riverside Drive, Parker, AZ 85344. The following matters were discussed at the Open Meeting

Workshop

Discussions included were regarding 2 budgets that the board had approved to move forward with one, but as explained by Chief McMahan one, included the changes to the pay scale that was in the general meeting. Discussions involved talking about the pay scale that was being proposed and how normally pay increases are even across the board, but the one being proposed was skewed. The budgets had shown all of the numbers being the same except in the personnel section, regarding the staffing issues. Wayne Posey asked Barbara Cole what the changes in the expenses that were different from the last meeting, of which she stated that fuel costs have gone up and with an aging fleet, repair cost are higher and with the hiring of another Firefighter there would be more costs, such as uniforms, turnout gear etc. There were no decisions made at this time. Workshop ended at 6:28 p.m.

Agenda Open Meeting

1. Call to Order: 6:00 pm,
2. Roll Call.
Members Present: *Chairman Jeff Daniel, John Mihelich, Wayne Posey, Jeff McCormack & Don Rountree.*
Staff Present: *Chief McMahan, Barbara Cole, Captain Chambers & FF Kowalski,*
Public Present: *No public present.*
3. **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 any action on items 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 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.



Regular meeting re-opened at 6:28 pm

4. (Action Item): Approval of Minutes submitted for Special Meeting held on 3/08/2022.
Motion made by Jeff Daniel for the approval of Minutes for the meeting of 3/08/2022 as written, along with a second from John Mihelich.
There were no comments or questions prior to voting.
Ayes: Daniel, Rountree, Posey, Mihelich, & McCormack.
Nays:
Absent:
Abstain:
Chairman Daniel: Motion passed by a unanimous vote on agenda item #4.

5. (Action Item): Discussion and Possible Action: Acceptance of monthly expense report 03/01/22 – 03/31/22. All transactions approved by the 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.
A motion made by Don Rountree to approve the financial and expense reports for 03/01/2022 – 03/31/2022, along with a second from John Mihelich.
There were no comments or questions prior to voting.
Ayes: Daniel, Rountree, Posey, Mihelich, & McCormack.
Nays:
Absent:
Abstain:
Chairman Daniel: Motion passed by a unanimous vote on agenda item #5.

6. (Discussion and Possible Action): Discussion and Possible Action for Board to swear in new Chief Brian McMahan.
Chairman Daniel did swear in the new Fire Chief, Brian McMahan along with signing of oath of office. There was no other Board action necessary.

7. (Discussion and Possible Action) Discussion and Possible action to revise the current pay scale for the Fire Fighters to bring the lower level starting pay to \$15 instead of the \$13 and to make the total merit increase scale to 11 instead of the current 15. Keeping the merit scale at the current 2% increments.
Discussions with the Board included a handout from Wayne Posy showing the difference of what some of the Fire Fighters were getting from the original pay scale and the new one proposed that affected the majority of the new Fire Fighters and gave them more of a raise than what had originally been proposed of 2% and was averaged at an approximate 4% and didn't distribute equity among the ranks especially in the Captain's rank. Chief McMahan stated that raising the bottom Firefighters retains the employees that we currently have and that we are currently starting our Firefighters too low and that with reducing the merit scale, they receive their highest pay in 11 step merits instead of the current 15. A motion was made



by Wayne Posey to table the item #7 until a compensation study could be done that compares salary income and benefits, motion failed due to there was not a second.

Discussion continued in regard to clarification of the proposed pay scale along with the Chief stating that currently it takes 9 years on the current pay scale to get to the \$15 and that this is just a start to show value in the employees that we have and for retention, also we are not competitive in recruitment with the current scale starting at \$13. Wayne Posey stated to the Chief that he can put anyone he hires where he wants to on the current pay scale without changing to a new scale. They asked the Firefighter at the meeting if he agreed with the Firefighters that had not been here as long as he had if it bothered him that they would be getting more % rate on the proposed scale than he was. He stated that the newer Firefighters that started at \$13 should be brought up to the \$15 like he did when he started 7 years ago, and he was fine with getting a 2% or 4% if it made everything right for the new Firefighters coming up. Chief McMahan stated that this is to create equity among the employees and the only time that the percentages would be skewed, that it would all go back to even across the board, regarding the 2%, that it is just an adjustment when you make changes. A Motion was made by John Mihelich to accept the new revised PayScale starting at the \$15 Firefighter level and go up from there with the 11 steps at the 2% increments, along with a second from Don Rountree. All of the Board agreed that there should be a compensation study to see where Buckskin staffing fits into the pay system with other like Fire Districts, such as Lake Havasu City, Quartzsite, etc.

There were no comments or questions prior to voting.

Ayes: Daniel, Rountree & Mihelich,

Nays: Posey & McCormack(Posey, with the explanation that he doesn't agree with the total 4% average increased, but does not provide equity among the ranks, 2 Captains getting 2% and one Captain getting 0).

Absent:

Abstain:

Chairman Daniel: Motion passed by a majority vote on agenda item #7.

8. (Discussion and Possible Action): Discussion and Possible Action for the Board discussion regarding Chief McMahan health insurance. Chief McMahan discussed that him and his spouse are on a different insurance through FEMA for the full year and if the District would reimburse him for the premium, he is currently paying it would save the District approximately \$8,700. Question to the Fire Chief was it a reimbursement or taxed at which was stated it will be a reimbursement of \$289.61 per paycheck back to the Chief until his current insurance ends and then decide to continue or to enroll in the medical at Buckskin Fire. A motion was made by Don Rountree to accept the offer from the Fire Chief to reimburse him for the current insurance he and his spouse are on for the amount of \$289.61 per paycheck until the insurance expires or for the next budget year, at that time will decide whether to be on Buckskin Fire Medical, along with a second from John Mihelich.

There were no comments or questions prior to voting.

Ayes: Daniel, Rountree, Posey, Mihelich, & McCormack.

Nays:

Absent:



Abstain:

Chairman Daniel: Motion passed by a unanimous vote on agenda item #8.

9. (Discussion and Possible Action Item): Discussion and Possible action for Board decision or other discussion regarding the budget for FYE 2023.

Chief McMahan proposed that the Board accept the budget that included the updated pay scale, which included hiring the 11th Firefighter and tax rate proposed of 3.375, so that budget could be posted for the public hearing before the next meeting and asked the Board to put the unallocated funds of \$10,564 into training to keep the staff up to date in their skills. Don Rountree wanted to put the extra unallocated funds into a contingency fund. Wayne Posey wanted to lower the tax rate from the 3.375 to 3.373 or 3.374 with the unallocated \$10,564. A motion was made by Jeff Daniel to approve the Budget for the 2022/2023 FYE that included a tax rate of 3.375 along with a wage increase according to the new pay scale that was adopted starting at \$15 in the previous action item along with hiring the 11th Firefighter and put the unallocated funds in a Capital Reserve fund, along with a second from John Mihelich. There were no comments or questions prior to voting.

Ayes: Daniel, Mihelich & McCormack.

Nays: Posey, With the objection that was noted as the same objection as item #7. He would also like to see the unallocated funds of \$10,564 to lower the tax rate to the 3.373 or 3.374.

Absent:

Abstain: Rountree

Chairman Daniel: Motion passed by a majority vote on agenda item #9.

10. (Discussion and Possible Action Item): Discussion and Possible Action for the Board to approve Chief McMahan to sign for acceptance of VHS renewal of liability, accident/sickness insurance for FYE 2023 and renewal of EMI Health insurance form for FYE 2023. A motion was made by Wayne Posey to approve Chief McMahan to sign for the acceptance of VHS Liability Insurance renewal and the renewal for EMI Health insurance acceptance form, along with a second from John Mihelich.

There were no comments or questions prior to voting.

Ayes: Daniel, Rountree, Posey, Mihelich & McCormack.

Nays:

Absent:

Abstain:

Chairman Daniel: Motion passed by a unanimous vote on agenda item #10

11. (Discussion and Possible Action Item): Discussion and Possible Action for possible Board approval to continue with the Wildland pay schedule that was approved by the Board at the September meeting, 9/14/2021 that had ended on December 31, 2021, and if approved retro back to January 1, 2022.

Chief McMahan discussed that the current Wildland program regarding the compensation had ended with 12/31/2021, due to the fact that the Cooperative agreement with AZ State



Forestry was to change on the way they reimbursed, but that did not happen, the contract remained the same, therefore, he wanted to re-activate the Wildland pay schedule that was approved by the Board back in September of 2021, and to make it retroactive back to January 1, 2022.

A motion was made by Wayne Posey to approve the Wildland pay schedule that was approved by the Board in September and make it retroactive back to January 1, 2022, along with a second from John Mihelich.

There were no comments or questions prior to voting.

Ayes: Daniel, Rountree, Posey, Mihelich & McCormack.

Nays:

Absent:

Abstain:

Chairman Daniel: Motion passed by a unanimous vote on agenda item #11.

12. (Discussion and Possible Action): Discussion and Possible Action for the Board to be notified of donation of funds received over \$1,000 and discussion of purchases.

A motion was made by Wayne Posey accept the notification of the donations and the purchases recommended, along with a second from John Mihelich.

There were no comments or questions prior to voting.

Ayes: Daniel, Rountree, Posey, Mihelich & McCormack.

Nays:

Absent:

Abstain:

Chairman Daniel: Motion passed by a unanimous vote on agenda item #12.

13. (Report) Chairman's Report: Jeff Daniel.

No Report given.

14. Fire Chief's Report: *See Attached Reports.*

- A. Summary of Incident Report/Activity Log
- B. Monthly Activities
- C. Upcoming Activities and Events

15. Ask Board Members for ***items to be considered for inclusion on next agenda.***

16. **Schedule next Regular Session or Workshop.**

Tuesday, May 10, 2022. Public Hearing & Regular Board Meeting



17. Adjourn of Regular Board Meeting: 7:30 pm.

Jeff Daniel
Chairman

5/10/22
Date

Barbara Cole
Office Administrator

04/20/2022
Date

Minutes approved by: [Signature]

Date: 5/10/22

Minutes approved by: [Signature]

Date: 5/10/22

PERSONS WITH A DISABILITY MAY REQUEST A REASONABLE ACCOMMODATION BY CONTACTING, BRIAN MCMAHAN, FIRE CHIEF OF BUCKSKIN FIRE DISTRICT (928) 667-3321 AT LEAST **48 HOURS** PRIOR TO THE SCHEDULED MEETING. FACILITIES ARE HANDICAPPED ACCESSIBLE.