



MINUTES OF THE BUCKSKIN FIRE DISTRICT FIRE BOARD

03/14/23 - Open Meeting: Minutes to be approved at open public meeting on Tuesday, 04/11/2023, a public meeting of the Buckskin Fire Board convened on March 14, 2023, 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

Agenda Open Meeting

1. Call to Order/Roll Call: 5:59 P.M.
Roll Call:
Members Present: *Chairman, Jeff Daniel, Don Rountree, John Mihelich, Jim Brouillette, Wayne Posey was absent.*
Staff Present: *Chief McMahan, Barbara Cole, Captain Weatherford, Captain Chambers & FF Kowalski*
Public Present: *No Public Present*
2. **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 present.
3. (Action Item): Consent Agenda: Discussion & possible Approval of Consent Agenda Bill 23-22 to approve:
 - A: Minutes submitted for Open Meeting held on 01/17/2023. *(there was no meeting for 2/16/2023).*
 - B: Acceptance of monthly expense reports for 01/01/2023-01/31/2023.
 - C: Acceptance of monthly expense reports for 02/01/2023-02/28/2023.

A motion made by Don Rountree for the approval of Consent agenda Bill 23-22, which included items A, B, & C, along with a second from John Mihelich.
There were no comments or questions prior to voting.
Ayes Daniel, Rountree, Mihelich & Brouillette.
Nays:
Absent: Posey
Abstain:



Chairman Daniel: Motion passed by a majority vote on agenda item #3.

4. (Discussion and Possible Action): to approve Agenda Bill 23-23 for discussion and approval to discuss changes to Financial Policy 1.6.5, Apparatus, Building & Equipment Reserve Policy, regarding 1.3., alternative to accumulating cash.

Chief McMahan stated that since he was not available to attend the original meeting, January 17th, 2023, that he wanted to take the opportunity to explain what the section of 1.3, alternative to accumulating cash means to the Financial Policy and to have the Fire Board understand the complete Financial Policy and to see if they would be in agreement to putting it back into the Financial Policy 1.6.5. He stated that 1.3, alternative to accumulating cash, BFD may also chose to issue voter approved bonds to acquire apparatus and equipment, and that he wanted to reassure the Fire Board that it does not mean that if the Fire Board approves the entire Financial Policy of 1.6.5, that the Chief could solicit voter approved bonds without first going through the Fire Board, it is just an option and that he would like the Fire Board to put it back to complete the approval of the entire Financial Policy of 1.6.5, to include section 1.3.

A motion was made by Jim Brouillette to put section 1.3 back into the Financial Policy 1.6.5 to keep the Financial Policy as it was originally presented before the change of removing that one section at a prior meeting, along with a second from Don Rountree.

There were no comments or questions prior to voting.

Ayes Daniel, Rountree, Mihelich & Brouillette.

Nays:

Absent: Posey

Abstain:

Chairman Daniel: Motion passed by a majority vote on agenda item #4.

5. (Discussion and Possible Action): to approve Agenda Bill 23-24 for Chief McMahan to apply for a Safer Grant for the hiring of 13 additional Firefighters which includes salaries & benefits. Chief McMahan explained that the Safer Grant would be for 3 years, that assist in filling extra positions that Bucksfire Fire is currently short, and that it would cover all of the salaries and benefits attributed to the personnel. He also explained that this is just an approval to file for the Grant. If the Grant was awarded, he would come back to Board for approval on accepting the grant, and any costs associated with it, if any.

A motion was made by Don Rountree to approve the Chief to submit for the Safer Grant, along with a second from John Mihelich.

There were no comments or questions prior to voting.

Ayes Daniel, Rountree, Mihelich & Brouillette.

Nays:

Absent: Posey



Abstain:

Chairman Daniel: Motion passed by a majority vote on agenda item #5.

6. (Discussion and Possible Action): Discussion and Possible approval of Agenda Bill 23-25, to revise job descriptions of:
 - a: Lieutenant
 - b: Captain

Chief McMahan stated that the proposed changes would be an update to change a few wording issues to align with best practices and incorporate requirements needed for the future officers to be at. It would also provide a pathway for employees to know what is needed in order to be eligible to promote.

A motion was made by Jeff Daniel to approve the proposed changes to the job descriptions for Lieutenant and Captain, along with a second from John Mihelich.

There were no comments or questions prior to voting.

Ayes Daniel, Rountree, Mihelich & Brouillette.

Nays:

Absent: Posey

Abstain:

Chairman Daniel: Motion passed by a majority vote on agenda item #6.

7. (Discussion): Discussion regarding FYE 2024 Budget Review.

Chief McMahan presented to Board the budget projections for the Board to see. In his presentation he spoke about the Budget Assumptions that he had given the Board at a previous board meeting, These assumptions included the cost of funding the financial policies that were adopted by the Board that included funding Capital reserves, hiring of the 12 firefighters, the projected COP payment, funding the Pension Reserve fund, cost of living adjustment for the employees, the Engine lease payment and increase of life insurance for all members. In his presentation he showed the comparisons of the tax rates. Even though both budgets showed the Fire District in the red it was substantially lower with the rate increase. Chief McMahan presented to the Board a screen showing the CPI comparisons over the last 5 years (the West) to show where the employees' wages compared to the CPI fluctuations, which the BFD employee were 17% less. The Chief asked the Board members what they thought was important to address to be able to come back next month with a balanced budget. Chief McMahan stated that he knew the new engine lease would have to go back into the Wildland Funding, even though Engine costs should come out of the General fund, he also stated that it was unrealistic to be able to hire the 12th full-time Firefighter at this time, even though we have less POCs to work with, keeping employees was his biggest concern as we have lost 2 Firefighters to other Fire Departments, other than that he wanted a direction of where the Fire Board wanted to go. Fire Board members



stated that they would like the Chief to come back with a balanced budget to include the extra benefits of raising the life, AD&D for the employees, and discussion of Post Health Retirement accounts, which would actually save the District money, due to the tax savings, raising to the 8% COLA if possible. They wanted the Chief to work out where he needs to cut and where he needs to include based on raising the taxes to the 3.5 rate. Chief McMahan stated that he would like the Board members if they had any concerns, questions, or suggestions to reach out to him by March 31, so he could bring back a proposed final budget for possible approval for public posting. There was no action taken, discussion item only.

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

A: Ask Board Members for *items to be considered for inclusion on next agenda*.
Would like to talk about the San Bernadino Contract

B: Schedule next Regular Session. *Tuesday, April 11, 2023.*
No other report given.

9. Fire Chief's Report:

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

10. Adjourn of Regular Board Meeting: 7:35 pm.

Board Chairman

Date

Barbara Cole

03/21/2023

Office Administrator

Date

Minutes approved by: _____

Date: 4/11/23

Minutes approved by: _____

Date: 4/11/23

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.