



MINUTES OF THE BUCKSKIN FIRE DISTRICT FIRE BOARD

11/12/2024 - Open Meeting: Minutes to be approved at open public meeting on Tuesday, 12/10/2024, a public meeting of the Buckskin Fire Board convened on November 12, 2024, 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:
Roll Call: 6:02 pm.
Members Present: *Chairman, Jeff Daniel, Don Rountree, John Mihelich, Jim Brouillette, Wayne Posey.*
Staff Present: *Chief John Chamberlin, Barbara Cole, Captain Byrd, Lt. Fernandes, Lt. Kowalski, FF Stewart*
Public Present: *Greg Bachman, Mr. & Mrs. Stewart & Brian Hemmerle from Bakertilly, LLP, for the audit (telephonically).*
2. (Discussion and Possible Action): Auditor from Bakertilly to call in to go over the Annual Audit for Fiscal Year End 06.30.24. Board possible approval for Agenda Bill 25-71 to accept the FYE 2024 Audit Report.
Brian Hemmerle presented the audited financial statements that were included in the Board package and explained that it was a very clean audit and had no issues to report regarding compliancy or any material weaknesses regarding internal control. He discussed the net pension liability and the 400K decrease and asked the Fire Board if they had any questions or concerns, of which there were no questions. A motion was made by Jim Brouillette to approve the Agenda Bill 25-71 to accept the FYE 2024 Audit Report, along with a second from Don Rountree.
There were no more comments or questions prior to voting.
Ayes: Daniel, Posey, Rountree, Mihelich & Brouillette.
Nays:
Absent:
Abstain:
Chairman Daniel: Motion passed by a unanimous vote on agenda item #2.
3. (Ceremonial): Badge pinning for Firefighters Tanner Irwin and Cole Stewart.
Firefighter Tanner Irwin was out on a Wildland assignment, tabled his pinning until next month's meeting. Chief Chamberlin pre-empted the pinning ceremony with reason for the pinning, when a firefighter comes off of probationary status. Firefighter Stewart had his mother, Kim Stewart, do his pinning of the badge.



4. (Ceremonial): Appreciation of Don Rountree, retiring from the Fire Board.
The Fire Department, Chief & Staff, honored Don Rountree with a plaque for his service on the Board and for his service in the Fire Industry.

5. **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.

6. Possible motion to go into Executive Session for personnel matters pursuant:
 - a: A.R.S. §38-431.03.A.1. re: discussion & reimbursement regarding stolen property.
 - b: A.R.S. §38-731.03.B.2 re: approval of minutes from prior executive sessions.
 - c: A.R.S. §38-731.03.A.6, re: contract with San Bernardino County Fire District & adjoining lands.
 - d: A.R.S. §38-731.03.A.5 re: Job flyers regarding FF position.

A motion was made by Wayne Posey to go into executive session, along with a second from Jeff Daniel.

There were no more comments or questions prior to voting.

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

Nays:

Absent:

Abstain:

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

Reconvene to regular meeting at 7:13 pm.

7. (Discussion & Possible Action): Direction from Fire Board to Chief Chamberlin regarding discussion items from Executive session discussions.
Chairman Daniel stated there were no decisions made in Executive Session.



A motion was made by Wayne Posey to except the proceeds from the stolen property regarding 6a., and on 6c, the motion included for the Chief to submit the letter from the BFD Board to San Bernadino regarding the contract, along with a second from Jeff Daniel. There were no more comments or questions prior to voting.

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

Nays:

Absent:

Abstain:

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

8. (Action Item): Consent Agenda: Discussion & possible Approval of Consent Agenda Bill 25-72 to approve:

a: Minutes submitted for Open Meeting held on 09/10/2024.

b. Acceptance of monthly expense reports for 08/01/2024-08/31/2024.

c. Acceptance of monthly expense reports for 09/01/2024-09/30/2024.

d. Acceptance of monthly expense reports for 10/01/2024-10/31/2024.

A motion was made by Jeff Daniel to approve Consent Agenda Bill 25-72, as written including financial reports, along with a second from Don Rountree.

There were no more comments or questions prior to voting.

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

Nays:

Absent:

Abstain:

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

9. (Discussion & Possible Action): Possible approval of Agenda Bill 25-73 to accept the FYE 2025 GOHS Highway Safety Grant for Extrication Package (Jaws of Life Equipment) for \$56,788 with no match.

A motion was made by Wayne Posey to approve the Agenda Bill 25-73 to approve the GOHS Grant from the AZ Governor's office of Homeland Security for the purchase of a battery powered auto extrication equipment in the amount of \$56,788 with no match required, along with a second from Jeff Daniel.

There were no other comments or questions prior to voting.

Ayes: Daniel, Rountree, Mihelich, Posey & Brouillette

Nays:

Absent:

Abstain:

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



10. (Discussion & Possible Action): Possible approval of Agenda Bill 25-74 to modify the AFG Grant for (1) Monitor/Defibrillator & (1) Chest Compression Device, to change to purchase an extra Monitor/Defibrillator instead of another Chest Compression Device.

Chief Chamberlin stated that the Board had already accepted the AFG Grant at a prior meeting, this was to just make a modification to what BFD needed regarding the equipment. A motion was made by Wayne Posey to approve agenda bill 25-74 to approve of the modification request to FEMA AFG EMW-2023-0878 regarding purchase of cardiac monitors & external compression devices to only cardiac monitors, along with a second from Don Rountree.

There were no other comments or questions prior to voting.

Ayes: Daniel, Rountree, Mihelich, Posey & Brouillette

Nays:

Absent:

Abstain:

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

11. (Discussion & Possible Action): Possible approval of Agenda Bill 25-75 acceptance of Regional Grant from AZ Department of Administration, Fire Incident Management System Grant for \$831,000., with no match.

A motion was made by Wayne Posey to approve the Agenda Bill 25-75 to approve the acceptance of the AZ Department of Administration #ADOA-GAO-FIMA-38, in the amount not to exceed \$831,000 beginning December 1, 2024, with a performance period running until November 30, 2027, Chief Chamberlin being the Authorized Signatory/Representative with the State of AZ & Legal MOU between Buckskin Fire and Bouse Fire, Parker Fire and Ehrenberg Fire, with no match, along with a second from Don Rountree.

There were no other comments or questions prior to voting.

Ayes: Daniel, Rountree, Mihelich, Posey & Brouillette

Nays:

Absent:

Abstain:

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

12. (Discussion & Possible Action): Possible approval of Agenda Bill 25-76 to approve the revised Wildland Policy 14 Day Assignment, 2.8.1, to reflect the AZ 2024 Forestry AOP.

Chief discussed that the current policy did not match the current 2024 Forestry AOP, and that the District could be shorted from the Wildland billing if the Policy did not match in regard to the recovery after assignment. A motion was made by Wayne Posey to modify the current Wildland 14-day Assignment Recovery Leave Policy 2.8.1, to reflect the AOP



from AZ State Cooperative to reflect that the assignment must be a 14-day work assignment, not including travel days, along with a second from Jim Brouillette.

There were no other comments or questions prior to voting.

Ayes: Daniel, Rountree, Mihelich, Posey & Brouillette

Nays:

Absent:

Abstain:

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

13. (Discussion & Possible Action): Possible approval of Agenda Bill 25-77 to facilitate the SHSGP Grant for La Paz County COOP TTX exercise for County Wide Drill for \$6,973, for full reimbursement.

Greg Bachman stated that the expenditure in the amount of \$6,973 is a passthrough on behalf of La Paz County Emergency Management, as the County is still working on their audited financials and that Buckskin Fire would be fully reimbursed for the SHSGP Grant covering "La Paz County COOP TTX Exercise.."

A motion was made by Wayne Posey to approve agenda bill 25-77 to approve the expenditure in the amount of \$6,973, (not to exceed) as a passthrough on behalf of La Paz County Emergency Management, for the SHSGP Grant covering "COOP TTX Exercise County Wide Drill" or CISM, along with a second from John Mihelich..

There were no other comments or questions prior to voting.

Ayes: Daniel, Rountree, Mihelich, Posey & Brouillette

Nays:

Absent:

Abstain:

Chairman Daniel: Motion passed by a unanimous vote on agenda item #13.

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

a: Ask Board Members for ***items to be considered for inclusion on the next agenda.***

b: Schedule the next Regular Session.

Tuesday, December 10, 2024.

No other report given.

Board asked that the meeting be changed from 6pm to 5pm, starting at the next meeting on the 10th.

15. Fire Chief's Report:

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



Chief touched base on Strategic Planning moving forward, including goals, depreciation schedule, purpose statement, etc., current Wildland assignments, and other current events affecting the Fire District.

16. Adjourn of Regular Board Meeting: 7:45 pm.

Jeff Damm
Board Chairman

10 Dec 24
Date

Barbara Cole
Office Administrator

11/26/2024
Date

Minutes approved by: W.D. Poz

Date: 12/10/2024

Minutes approved by: M. Muro

Date: 12/10/2024

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