



MINUTES OF THE BUCKSKIN FIRE DISTRICT FIRE BOARD

03/11/2025 - Open Meeting: Minutes to be approved at open public meeting on Tuesday, 04/08/2025, a public meeting of the Buckskin Fire Board convened on March 11, 2025, that started at 5:00 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: 5:03 pm.

Members Present: *Chairman, Jeff Daniel, Chris Chambers, John Mihelich, Wayne Posey, & Jim Brouillette.*

Staff Present: *Chief John Chamberlin, Barbara Cole, Captain Weatherford.*

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 25-87 to approve the following:

a. Minutes submitted for Open Meeting held on 02/11/2025.

b. Acceptance of monthly expense reports for 02/01/2025-02/28/2025.

A motion was made by Chris Chambers to approve Consent Agenda Bill 25-87, as written including financial reports, along with a second from John Mihelich.

There were no more comments or questions prior to voting.

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

Nays:

Absent:

Abstain:

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



4. (Discussion & Possible Action Item): Review & Possible approval of Agenda Bill 25-88 to approve the Strategic Plan.

Board had some discussion with Chief Chamberlin regarding the proposed strategic plan, Chief explained that there can always be changes made as warranted by growth, etc. A motion was made by Chris Chambers to approve Agenda Bill 25-88 to approve the presented Strategic Plan, along with a second from John Mihelich..

There were no more comments or questions prior to voting.

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

Nays:

Absent:

Abstain:

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

5. (Discussion & Possible Action): Possible action to approve Agenda Bill 25-89 for purchase of new storage box for command vehicle.

Chief explained that to preserve the interior of the new command vehicle that was purchased prior, and that a need for a storage box set-up that would hold all PPE's securely. A motion was made by Wayne Posey to purchase 1 Decked truck bed storage unit, with a not to exceed of \$2,000 and to come out of the Operational Equipment reserve fund, along with a second from John Mihelich.

There were no more comments or questions prior to voting.

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

Nays:

Absent:

Abstain:

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

6. (Informational): To inform the Fire Board of changing the vendor only of the purchase of the new command vehicle from AutoNation to Chapman Chevrolet, due to the availability at time of purchase with staying in the not to exceed price. Chief explained that the original quote came from AutoNation but, when it came to being able to purchase quoted vehicle it was no longer available and they didn't have any other vehicles available at the quoted price, but Chapman Chevrolet did for the same amount. No Action was necessary it was to keep Fire Board informed of the change only.

7. (Discussion & Possible Action): Possible action to approve Agenda Bill 25-90 for implementation of Emergency Equipment Rental Agreement between BFD & Trahan Enterprises, LLC.



Chief explained that Trahan Enterprises, LLC is a contract vendor with US Government & state of CA. There would be no cost to Buckskin Fire, and that BFD could potentially benefit from through contraction partnerships regarding Wildland. A motion was made by Jim Brouillette to approve the MOU contract between BFD & Trahan Enterprises, including giving Chief Chamberlin the authority to negotiate the contract to be reviewed & adopted by the Board at a later date, along with a second from John Mihelich.

There were no more comments or questions prior to voting.

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

Nays:

Absent:

Abstain:

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

8. (Report): Chairman's Report:
 - a: Ask Board Members for ***items to be considered for inclusion on the next agenda.***
 - b: Schedule the next Regular Session: *Scheduled April 08, 2025.*

PRELIMINARY BUDGET WORKSHOP

9. (Discussion Only): Workshop discussion to assist staff in developing a Strategic Plan going forward, that should include depreciation schedules, long-term financial goals regarding equipment, staffing, and other financial forecasting for the future of Buckskin Fire.

Chief Chamberlin & Board Members discussed the Strategic Plan & tying back to the budget process, along with long term goals moving forward, strengths, weaknesses, funding opportunities through partnerships & grants. Chief Chamberlin discussed some of the budget assumptions to add in the new budget for the new fiscal year. No action necessary as a discussion only workshop.

10. Fire Chief's Report:
 - A. Summary of Incident Report/Activity Log
 - B. Monthly Activities
 - C. Upcoming Activities and Events
 - D. Other

Chief discussed the monthly happenings, upcoming events, etc.



Equipment replacement, Grants that had been applied for, status regarding current grants, a possibility of joint training with different agencies.

11. Adjourn of Workshop Meeting: 6:36 pm.

Jeff Daniel
Board Chair Jeff Daniel

4/8/25
Date

Barbara Cole
Office Administrator

03/20/2025
Date

Minutes approved by: [Signature]

Date: 4/8/25

Minutes approved by: [Signature]

Date: 4/8/25

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.