

**AGENDA FOR THE SPECIAL MEETING OF THE CENTRAL-JACKSON HEIGHTS RURAL FIRE
DISTRICT
BOARD OF DIRECTORS**

(Ted F. Prina, Charles Ferrin, Jason Larson)

August 19, 2015 at 5:00 PM

Thatcher Town Hall
3700 W Main Street
Thatcher, AZ 85552

1. CALL TO ORDER

Meeting called to order at 5:00pm

2. ROLL CALL OF BOARD MEMBERS

All board members present

3. APPROVAL OF MINUTES

Motion to approve minutes Ted Prina, seconded Jason Larson. Motion passed unanimously.

4. SCHEDULED PUBLIC APPEARANCE/CALL TO THE PUBLIC

No members of the public present.

5. REPORTS AND CORRESPONDENCE

A. Approve Disbursements

1. Payment to Graham County – Annual Cost Allocation

Motion to pay \$4,489.00 to Graham County for Annual Cost Allocation made by Chuck Ferrin, Seconded Jason Larson. Motion passed unanimously

2. Others from the Board

Motion to approve reimbursement to Jason Larson \$278.00 for expenses incurred attending State mandated Fire Board training classes Chuck Ferrin, Seconded Ted Prina. Motion passed unanimously

B. Correspondence and/or other important information

Discussion of Ted Prina's meeting with Darwin Weech about EAC piping their own water and its potential impact on Central and the fire district. Before the Board makes any decision, Mike Payne, TOT Fire Chief, has been asked to verify the flow rate for Central area fire hydrants and confirm we will have the same service as existing.

6. DISCUSSION TOPICS

A. Travel Policy Form discussion and approval

Travel Policy Form update discussed to better comply with reporting standards. Motion to approve new Travel Policy Form made by Jason Larson, seconded Chuck Ferrin. Motion passed unanimously.

B. Add the annual audit to the calendar

Add item to board calendar to have Annual Audit Allocation payment expected to be paid in August.

C. Update on Board Insurance and assistance from the Board completing application

Board Insurance application reviewed and corrected and to be sent for quote.

D. Approve Letter to Engage Donna Aversa with Leonard and Felker as Counsel for the District

Brief discussion followed by motion to approve engagement letter proposed by Ted Prina, seconded by Jason Larson. Motion approved unanimously.

E. A discussion on how best to proceed updating this District to State Statutes.

Discussion postponed for Council input. Perhaps we can use another similar fire district as a template.

F. Discussion ~~and possible~~ regarding the Town of Thatcher contract

Discussion followed about the existing contract with the Town of Thatcher. Apparently there has not been a signed contract for years. The understanding is the contract operates on the TOT fiscal year (July 1 to June 30) with payment made based on actual costs after the yearend, generally in August or September. A percentage is determined based on the total number of calls and the district calls. That percentage is applied to the total actual costs for the same year. At the present time, the district does purchase and maintain fire equipment including trucks, fire fighter turn out gear, etc. This equipment is actually owned by the TOT, but the costs are charged to the District. The district is also charged for those costs. The Board would like to investigate change the equipment arrangement in this ongoing contract, but needs Counsel input.

G. Update on website

Postponing website until after consulting Counsel

H. Other discussion

None

7. ADJOURNMENT

5:55 pm