

# MINUTES

## AVRA VALLEY FIRE DISTRICT

### REGULAR MEETING AND PUBLIC HEARING OF THE BOARD OF DIRECTORS



Meeting Date: Thursday, June 24, 2021  
Meeting Time: 4:00 PM  
Location: 21021 E. Homestead Drive, Red Rock, AZ 85145

#### RECORDING ON..

- 1) **Call to Order** Chairman Castaneda called the meeting to order at 4:04 PM.
- 2) **Pledge of Allegiance to the Flag of the United States of America**
- 3) **Roll Call and Confirmation of a Quorum**

Chairman Castaneda, Jr	Chief Delfs
Vice-Chairman Bauer	Assistant Chief Klein
Clerk Neilson	Lorrie Palmquist (present by phone)
Director Armendarez	Counsel Wencker (present by phone)
Director Haffner	
- 4) **Recognition of Personnel Captain John Hemmings, 10 years of service**

Captain Hemmings is one of the most solid individuals and is highly esteemed by his colleagues. He has really earned the right to wear a Captain's badge. Congratulations on 10 years of service to the District.
- 5) **Call To The Public** NONE
- 6) **Announcements, Current Events & Correspondence** NONE
- 7) **Review, Discussion and possible Action regarding the adoption of the Minutes of the regular meeting held on May 27, 2021.**

Clerk Neilson motioned to approve the Minutes from the regular meeting held May 27, 2021. Vice-chairman Bauer seconded. *Motion carried unanimously, 5:0.*
- 8) **Chief's Report**

*The Fire Chief may update the Board on items of interest relating to but not limited to the following: Response times, vehicles, facilities, labor relations, personnel, finance, grants, communications and/or training. Alternatively, the Fire Chief may provide written comments in the Board Member's packets or by email. The Board Members may ask clarifying questions and they may direct the Chief to place items on future agendas for further discussion or action.*

The Chief highlighted the following items from his report:

  - We have several wildland crews out right now and we have no indication that this wildland season is going to slow down.
  - As a follow up to the Board's previous discussion regarding coolers, the lowest bid contractor has been contacted. He has suggested that we install one cooler at Station 194.
  - Regarding the well issue at Station 193, concerns have been expressed about the current management company. Therefore, another manager will be appointed soon. Repairs need to be made to the well.

- 9) **Review, Discussion and possible Action** to approve the May 2021 Financial Reports and authorize the Chairman and Clerk to sign the *Certificate of Review*.

Vice-Chairman Bauer motioned to approve the May 2021 financial reports and authorize the Chairman and Clerk to sign the *Certificate of Review*. Director Armendarez seconded.

*Motion carried unanimously, 5:0.*

10) **Public Hearing on Proposed FY22 Budget**

Pursuant to A.R.S. 48-805 and 48-807, The Avra Valley Fire District through its Board of Directors, has prepared an annual budget that contains detailed estimated expenditures for the fiscal year and clearly shows salaries payable to employees of the District, including the Fire Chief. In accordance with State statute, the *FY22 Proposed Budget* was posted in four public places and on the District's website for twenty days prior to holding this Public Hearing for the purpose of adopting said budget. Copies of the budget have also been made available to members of the public upon written request to the District. Following the Public Hearing, the District Board may adopt the budget, whereafter a complete copy of the *Adopted FY22 Budget* shall be posted in a prominent location on the District's official website within seven business days and shall be retained on the website for at least sixty months.

10.1) **Public Comment on the FY22 Budget pursuant to ARS 48-807.** NONE

10.2) **Adjournment of Public Hearing.**

Chairman Castaneda opened the Public Hearing at 4:17 PM. There were no members of the public in attendance. Vice-Chairman Bauer motioned to adjourn the Public Hearing. Director Armendarez seconded. *Motion carried unanimously, 5:0.* The Public Hearing was closed at 4:18 PM.

- 11) **Review, Discussion and possible Adoption of the FY22 Budget including the adoption of the secondary property tax levy of \$3.50 and the bond repayment levy of \$ .60 or other levy amounts as determined by the Board of Directors**

Chief Delfs addressed the Board stating that the Final FY22 Budget which was included in the packets has been updated to reflect the final premium amounts provided by our benefit carriers, as well as the service fees resulting from the new management agreement with Three Points Fire District. Director Armendarez motioned to adopt the FY22 Budget. Vice-Chairman Bauer seconded.

*Motion carried unanimously, 5:0.*

**Recording Off.**

- 12) **Executive Session** regarding an Intergovernmental Agreement for Shared Services Between Avra Valley Fire District and Three Points Fire District, and Executive Session regarding annual evaluation of the Fire Chief's performance and employment agreement. The Board may vote to go into executive session pursuant to A.R.S. § 38-431.03(A)(3) for legal advice with the District's attorney on matters pertaining to an Intergovernmental Agreement for Shared Services Between Avra Valley Fire District and Three Points Fire District.

Pursuant to A.R.S. section 38-431.03(A)(1), the Governing Board may vote to enter Executive Session for discussion and consideration of employment, assignment, appointment, promotion, demotion, salary, benefits, discipline, or dismissal of Fire Chief Brian Delfs. Chief Delfs has been notified as required by law and he has waived his right to request that deliberations be held during a meeting open to the public.

Vice-Chairman Bauer motioned to convene in Executive Session to include all the Board members, Chief Delfs and Counsel Wencker. Clerk Neilson seconded. *Motion carried unanimously, 5:0*  
Executive Session convened at 4:25 PM.

Regular Session reconvened at 5:10 PM.  
Recording On.

13) Review, Discussion and possible Action regarding an Intergovernmental Agreement for Shared Services Between Avra Valley Fire District and Three Points Fire District

Vice-Chairman Bauer motioned to adopt the Intergovernmental Agreement for shared services between Avra Valley Fire District and Three Points Fire District. Director Armendarez seconded.  
*Motion carried unanimously, 5:0.*

14) Review, Discussion and possible Action regarding annual evaluation of the Fire Chief's performance and employment agreement

Clerk Neilson motioned that the Fire Chief's employment agreement be amended to add an additional \$35,000 per year to his base pay for the period of time that the management and resource sharing agreement with Three Points Fire District remains in place. Also, that the District pay the required ASRS employee and employer contributions to redeem the five years of credited service that the District did not previously make payroll contributions on as required by statute. And finally, that the term of Chief Delfs' agreement be extended to July 31, 2026. Vice-Chairman Bauer seconded. *Motion carried unanimously, 5:0.*

15) Reports of Board Members and Staff


Chairman Castaneda, Vice-Chairman Bauer, Director Armendarez and Chief Delfs will be attending the AFDA Conference.

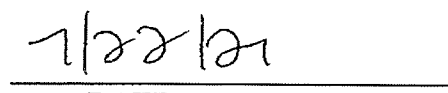
16) Future Agenda Items

17) Date of Next Board Meeting                      July 22, 2021

18) Adjournment

Vice-Chairman Bauer motioned to adjourn the meeting. Director Armendarez seconded.  
*Motion carried unanimously, 5:0.* Meeting adjourned at 5:18 PM.  
Recording Off.

  
SIGNED

  
DATE

**Board Members**

**Luis Castaneda, Jr.    Sara Bauer    Eric Neilson    Thomas Armendarez    James Haffner**

*In accordance with the Federal law and the U.S. Department of Agriculture policy, Avra Valley Fire District is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, or call (800) 795-3272 (voice) or (202)720-6382 (TDD).*