July 31, 2024 REGULAR MEETING AND EXECUTIVE SESSION 6:30pm
98 N. Oak Drive Benson, AZ 85602
Minutes

Call to Order @ 6:30 p.m.

Roll Call
Attendees:
Keith Rogers Board Chairman
Deborah Wise Board Clerk
Dana Law Board Member
Mike Nervik Board Member
Sonja Salcido Board Member

Declaration of Quorum
All Board members are present

Item 1: PLEDGE OF ALLEGIANCE

Item 2: CALL TO THE PUBLIC

Mary McCool, representing herself, submitted her request to speak on the sign-up sheet and addressed the board.

Item 3: APPROVAL OF DRAFT MINUTES OF THE JULY 17 TH, 2024, SPECIAL MEETING

Keith Rogers commented on the agenda item, asked for review and called for discussion.

Minutes approved.

Motion passed 5-0
Motion made by Dana Law; motion seconded by Mike Nervik
Voting:
Dana Law Yes, Deborah Wise Yes, Mike Nervik Yes, Sonja Salcido Yes, Keith Rogers Yes.

Item 4: APPROVAL THE DRAFT MINUTES OF THE JULY 24TH, 2024, SPECIAL MEETING AND PUBLIC HEARING

Keith Rogers commented on the agenda item, asked for review and called for discussion.

Minutes approved.

Motion passed 5-0
Motion made by Dana Law; seconded by Soni Salcido
Voting:
Dana Law Yes, Deborah Wise Yes, Mike Nervik yes, Soni Salcido Yes, Keith Rogers Yes.

Item 5: APPROVAL OF THE MAY FINANCIAL REPORT

Natalie Galindo of Municipal Accounts and Consulting introduced herself, verbally reiterated the financial report, offered clarification, and called for questions.
Deborah Wise sought clarification on a visa charge.
Captain Olander provided clarification.
May Financial Report approved.
Motion passed 5-0
Motion made by Dana Law; Seconded by Mike Nervik
Voting:
Dana Law Yes, Deborah Wise Yes, Mike Nervik Yes, Sonja Salcido Yes, Keith Rogers Yes.

Item 6: APPROVAL OF JUNE FINANCIAL REPORT

Natalie Galindo of Municipal Accounts and Consulting verbally reiterated the financial report, offered clarification, and called for questions.

June Financial Report approved.

Motion passed 5-0
Motion made by Mike Nervik; Seconded by Deborah Wise
Voting:
Dana Law Yes, Deborah Wise Yes, Mike Nervik Yes, Sonja Salcido Yes, Keith Rogers Yes.

Item 7: APPROVAL OF A CONSENT AGENDA

Keith Rogers made comment on the agenda item and called for discussion.
Deborah Wise commented to the positive.

Implementation of a Consent Agenda approved.

Motion passed 5-0
Motion made by Deborah Wise; Seconded by Sonja Salcido
Voting:

Dana Law Yes, Deborah Wise Yes, Mike Nervik Yes, Sonja Salcido Yes, Keith Rogers Yes

Item 8: NULLIFICATION OF THE BOARD ACTION TAKEN AT THE JUNE 26TH, 2024 REGULAR MEETING

Keith Rogers made comment on the agenda item and called for discussion.
Action at the June 26th Emergency Meeting was nullified.
Motion passed 3 Yes-2 Abstentions
Motion made by Keith Rogers; Seconded by Mike Nervik
Voting:
Dana Law Abstain, Deborah Wise Abstain, Mike Nervik Yes, Sonja Salcido Yes, Keith Rogers Yes

Item 9: DISCUSSION ON GRANT WRITING SERVICES WITH LDR PRO SOLUTIONS LLC

Deborah Wise commented on the agenda item and gave background information.
Keith Rogers inquired on competitiveness.
Mike Nervik commented on conducting research into grant writers that are available.

Tabled until further research into other grant writers has been conducted.
Motion passed 5-0
Motion made by Mike Nervik; Seconded by Sonja Salcido
Voting:
Dana Law Yes, Deborah Wise Yes, Mike Nervik Yes, Sonja Salcido Yes, Keith Rogers Yes

Item 10: TERMINATION OF SERVICES - LEGAL COUNSEL BENEVIDEZ LAW FIRM

Keith Rogers made comment on the agenda item and called for discussion.

Termination approved.

Motion passed 5-0
Motion made by Mike Nervik; Seconded by Deborah Wise
Voting:
Dana Law Yes, Deborah Wise Yes, Mike Nervik Yes, Sonja Salcido Yes, Keith Rogers Yes

Item 11: AGREEMENT FOR SERVICES - WITH BARRETT AND MATURA ATTORNEYS

Keith Rogers made comment on the agenda item and called for discussion.

Agreement approved for immediate implementation.

Motion passed 5-0
Motion made by Mike Nervik; Seconded by Deborah Wise
Voting:
Dana Law Yes, Deborah Wise Yes, Mike Nervik Yes, Sonja Salcido Yes, Keith Rogers Yes

Item 12: MOTION TO GO INTO EXECUTIVE SESSION

Keith Rogers made comment on the agenda item and called for a motion.

Approval to go into Executive Session.

Motion passed 5-0
Motion made by Mike Nervik, Seconded by Dana Law.
Voting:
Dana Law Yes, Deborah Wise Yes, Mike Nervik Yes, Sonja Salcido Yes, Keith Rogers Yes

EXECUTIVE SESSION

RECONVENE REGULAR MEETING 7:49 p.m.

Item 13: APPROVAL OF FIRE CHIEF HIRING COMMITTEE MEMBERS

Keith Rogers made comment and called for discussion.
Deborah Wise sought clarification from Mr. Nervik on the Chiefs Mr. Nervik would be inviting. Mr. Nervik gave clarification. Chief Mark Savage from Fry Fire District would be his first point of contact for Chief interviewer and Chief James Tucker from Rincon Fire District as back up. Mr. Nervik will extend the invitations to the Chief.
Keith Rogers recommended Jacob Kartchner as the citizen board member.
Deborah Wise seconded.
Keith Rogers called for a board member to sit on the hiring committee board.
Deborah Wise recommended Mike Nervik or Dana Law and called for discussion.
Dana Law nominated Mike Nervik.
Keith Rogers called for discussion.

Approval of Jacob Kartchner - community member, Mike Nervik - board member, Chief Mark Savage Fry Fire District as the primary contact, and Mr. Tucker of the Rincon Fire District as the secondary contact should Mr. Savage not be available, to compose the Chief Position Hiring Committee.

Motion passed 4 yes 1 Abstention

Motion made by Mike Nervik; Seconded by Soni Salcido
Voting:
Dana Law Yes, Deborah Wise Yes, Mike Nervik Abstain, Sonja Salcido Yes, Keith Rogers Yes

Item 14: APPROVAL OF OPERATIONS REPORTS

Keith Rogers made comment on the agenda item and called for discussion.

Approval of Operations Reports:
1 weekly report to include concerns, needs, support needed, and purchases not to exceed $1000.00 to Board Chair as needed in the absence of the Chief.
1 monthly report to be formatted in the same way as a Chief's Report. Call logs, incident, run report in the absence of a Chief.

Motion passed 5-0
Motion made by Keith Rogers; Seconded by Soni Salcido.
Voting:
Dana Law Yes, Deborah Wise Yes, Mike Nervik Yes, Sonja Salcido Yes, Keith Rogers Yes

Item 15: APPROVAL OF EMS COORDINATOR

Keith Rogers made comment on the agenda item and called for discussion.

Approval of appointment of Eric Clingenberg to be acting EMS Coordinator for the amount of $187.50 a month in absence of a Chief.

Motion passed 5-0
Motion made by Keith Rogers; Seconded by Soni Salcido
Voting:
Dana Law Yes, Deborah Wise Yes, Mike Nervik Yes, Sonja Salcido Yes, Keith Rogers Yes

Item 16: APPROVAL OF PURCHASING PROCEDURES

Keith Rogers commented on the agenda item and called for discussion.

Mike Nervik made motion to limit Captain Olander's purchasing power to $1,000 in the absence of a Chief.
Keith Rogers added authorization of emergency purchases as needed, or any major purchase over $1,000 Captain Olander is to contact the board.
Mike Nervik agreed as modified.

Approval of limiting Operations personnel purchasing to $1,000 in spending, emergency spending as needed, any spending over $1,000 Operations shall contact the board, in the absence of a Chief.

Motion passed 5-0
Motion made by Mike Nervik; Seconded by Dana Law
Voting:
Dana Law Yes, Deborah Wise Yes, Mike Nervik Yes, Sonja Salcido Yes, Keith Rogers Yes

Item 17: APPROVAL OF COMMUNICATIONS EQUIPMENT PURCHASE

Keith Rogers made comment on the agenda item and called for discussion.
Keith Rogers sought clarification from Mike Nervik on Motorola Solutions quote.
Josh Olander provided clarification on use of radios, equipment needed, and prices.
Keith Rogers provided clarification to the public on the county SEACOM radios.
Mike Nervik provided clarification to the public on the equipment grant details.

Approval of 2 extra antennas @ $100.00 each and 5 vehicle charging docks for the SEACOM hand held radios approx. cost of $150.00 a piece, with a maximum not to exceed $1500.00 after exploring all vendor pricing.

Motion passed 5-0
Motion made by Deborah Wise; Seconded by Dana Law
Voting:
Dana Law Yes, Deborah Wise Yes, Mike Nervik Yes, Sonja Salcido Yes, Keith Rogers Yes

Item 18: APPROVAL OF TRAINING AND ACCOUNTABILITY OF COUNTY OWNED SEACOM EQUIPMENT

Keith Rogers made comment on the agenda item and called for discussion.
Josh Olander provided clarification on 1 radio being a base station, 1 for the Chief, and 3 in the trucks.
Deborah Wise sought clarification on training options.
Mike Nervik offered clarification on the County training instructor.
Keith Rogers provided clarification on training must be through the county instructor.

Approval of equipment entrusted to Captain Olander and use of radios to commence with completion of required training by the county instructor.

Motion passed 5-0
Motion made by Keith Rogers; Seconded by Deborah Wise

Voting:
Dana Law Yes, Deborah Wise Yes, Mike Nervik Yes, Sonja Salcido Yes, Keith Rogers Yes

Item 19: APPROVAL OF VEHICLE REPAIR: CHIEF'S FORD EXPEDITION

Keith Rogers made comment on the agenda item and called for discussion.
Deborah Wise sought clarification on available mechanics.
Dana Law provided clarification. #1 Mescal Auto $90.00 hour light duty, some heavy duty. $110.00 hour diesel. ASE Certified. #2 JRS Diesel and Fab Jason Santos mobile ASE Certified Diesel who works on Pomerene and Benson's fire trucks, certified, fire fighter and paramedic.
Keith Rogers provided clarification on Mescal Auto being Napa Repair Care Center providing warranty.
Dana Law provided clarification on Chief's truck's issues – door, and engine.
Keith Rogers expressed having both the Chief's and Captain's vehicles needing to be repaired and being in good working order.
Dana Law amended to get a quote on diagnosis versus repaired.
Deborah Wise sought clarification on the repairs needed on Josh Olander's truck.
Josh Olander provided clarification on a charcoal canister code and an engine miss.
Dana Law sought clarification.
Josh Olander provided clarification.

Approved Mescal Auto to diagnose and quote repair price on Ford Expedition.

Motion passed 5-0
Motion made by Keith Rogers; Seconded by Soni Salcido
Voting:
Dana Law Yes, Deborah Wise Yes, Mike Nervik Yes, Sonja Salcido Yes, Keith Rogers Yes

Item 20: APPROVAL OF APPARATUS REPAIR: TENDER 171

Keith Rogers made comment on the agenda item and called for discussion.
Josh Olander provided clarification of Tender needs - rear axle seal leaking, potential out of service, air conditioning, air leaks
. Dana Law provided clarification on the process of the mechanic to work on the truck.

Approved to have Jason Santos JRS Diesel diagnose and repair - rear axle seal, air conditioning, air leaks behind panel and restore to full working order.

Motion passed 5-0
Motion made by Keith Rogers; Seconded by Deborah Wise

Voting:
Dana Law Yes, Deborah Wise Yes, Mike Nervik Yes, Sonja Salcido Yes, Keith Rogers Yes

Item 21: APPROVAL OF APPARATUS REPAIR: TRUCK 1711

Keith Rogers made comment on the agenda item and sought clarification.
Josh Olander provided clarification – air conditioner & break booster., anything else repaired in-house.
Deborah Wise sought clarification on any other issues with the apparatus.
Josh Olander provided clarification.
Dana Law sought clarification on warranty.
Josh Olander provided clarification on possible motor warranty.
Keith Rogers recommended checking on warranty coverage.

Approved to have Truck 1711 diagnosed and repaired to full working order. First option being the company that replaced the engine possibly covering it under warranty, if not, then it goes to Mescal Auto or JRS Diesel – A/C and break booster known issues.

Motion passed 5-0
Motion made by Keith Rogers; Seconded by Dana Law
Voting:
Dana Law Yes, Deborah Wise Yes, Mike Nervik Yes, Sonja Salcido Yes, Keith Rogers Yes

Item 22: APPROVAL OF APPARATUS REPAIR: TENDER 2

Keith Rogers made comment on the agenda item as needing A/C and called for discussion.
Josh Olander commented a couple of valves.
Deborah Wise sought clarification on what kind of valves.
Josh Olander stated water shut off valves.

Approved to have Tender 2 repaired to full working order - A/C - using a local vendor Mescal Auto or JRS Diesel.

Motion passed 5-0
Motion made by Keith Rogers; Seconded by Soni Salcido
Voting:
Dana Law Yes, Deborah Wise Yes, Mike Nervik Yes, Sonja Salcido Yes, Keith Rogers Yes

Item 23: APPROVAL OF VEHICLE REPAIR: RESCUE 171

Keith Rogers made comment on the agenda item, the Captain Olander's vehicle's miss due to an evap system and called for and sought clarification.
Josh Olander stated the truck has a miss in the engine.
Dana Law sought clarification on any other issues.
Josh Olander provided clarification that other than a leaky A/C, there were no other issues.
Keith Rogers sought clarification on rust issues.
Josh Olander provided clarification on all of the rust underneath the vehicle.

Approved Rescue 171 to be diagnosed and repaired by Mescal Auto, or JRS Diesel.

Motion passed 5-0
Motion made by Keith Rogers; Seconded by Dana Law
Voting:
Dana Law Yes, Deborah Wise Yes, Mike Nervik Yes, Sonja Salcido Yes, Keith Rogers Yes

Item 24: APPROVAL OF HELICOPTER PAD PROJECT

Keith Rogers made comment on the agenda item - fencing and lighting needed. Owen Kiley has volunteered his time to the project working with Captain Olander.
Deborah Wise sought clarification on lighting requirements.
Josh Olander provided clarification on lighting.
Keith Rogers provided clarification.
Keith Rogers sought possible clarification from Mike Nervik.
Josh Olander provided clarification on which agency pilots will be using the pad.

Approved completion of helipad project. Department Volunteer Owen Kiley and Captain Olander designated to design and finish project, by providing labor to fence and install lighting on the helipad, not to exceed $10,000 from restricted grant funds. CCSO and Lifeline pilots to be consulted on lighting preferences.

Motion passed 5-0
Motion made by Keith Rogers; Seconded by Dana Law
Voting:
Dana Law Yes, Deborah Wise Yes, Mike Nervik Yes, Sonja Salcido Yes, Keith Rogers Yes

Item 25: APPROVAL OF FACILITIES REPAIR

Keith Rogers made comment on the agenda item and called for discussion.
Josh Olander commented on the possible temporary roof repair.

Deborah Wise sought clarification and commented on the agenda item.
Keith Rogers commented on the agenda item.
Dana Law commented on the agenda item.

Approval to solicit bids for shingle repairs and cool/seal coat roof.

Motion passed 5-0
Motion made by Mike Nervik; Seconded by Deborah Wise
Voting:
Dana Law Yes, Deborah Wise Yes, Mike Nervik Yes, Sonja Salcido Yes, Keith Rogers Yes

Item 26: INTERIM FIRE CHIEF

Keith Rogers made comment on the agenda item and called for discussion.

Approve kill of agenda item.

Motion passed 5-0
Motion made by Keith Rogers; Seconded by Mike Nervik
Voting:
Dana Law Yes, Deborah Wise Yes, Mike Nervik Yes, Sonja Salcido Yes, Keith Rogers Yes

Item 27: APPROVAL OF CALL TO THE PUBLIC POLICY

Keith Rogers commented on the agenda item and called for discussion and presented sample Call to the Public policy.
Deborah Wise sought clarification.
Mike Nervik sought clarification.
Sonja Salcido commented on the agenda item.
Keith Rogers provided clarification.
Dana Law sought clarification.
Keith Rogers provided clarification.
Deborah Wise commented on the agenda item.
Mike Nervik provided clarification.

Approved Call to the Public policy as written with Board amendments.

Motion passed 4-1
Motion made by Keith Rogers; Seconded by Dana Law
Voting:
Dana Law Yes, Deborah Wise No, Mike Nervik Yes, Sonja Salcido Yes, Keith Rogers Yes

Item 28: APPROVAL OF PUBLIC RECORDS REQUEST POLICY

Keith Rogers commented on the agenda item and stated or asked who had provided examples of other agency Public Records Requests.
Keith Rogers stated he has written a policy to fit the Mescal J6 Fire District based off of Northwest FD's policy, and the Constable Standards' policy and called for discussion.
Deborah Wise brought Bullhead and Northwest's policies.
Sonja Salcido brought Rincon Fire District's policy.
Mike Nervik brought Tempe and Northwest's policies.
Dana Law brought Northwest's policy.
All 5 board members either brought Northwest's policy or are familiar with that policy.
Keith Rogers provided presentation and explanation on the policy he authored.
Dana Law put forth an amendment based on the AZ State Forestry – archives recovery be $25 an hour.
Keith Rogers put forth an amendment that database recovery be $175.
Keith Rogers put forth the explanation of the website form.
Mike Nervik requested an amendment that the public Records request be mail-in only based off of Tempe's policy.
Keith Rogers put forth explanation of his authored policy.
Dana Law requested archives be included in the fee schedule.
Keith Rogers proceeded with presentation of his authored policy.
Dana Law inquired on attorney fees.
Keith Rogers clarified the form structure for the website removing "fax" option.
Deborah Wise sought amendment on incident report fee schedule for non-involved incident reports of $15.
Sonya Salcido provided clarification on Rincon's policy for fee schedules and suggested an admin fee of $10 and 50 cents a page.
Mike Nervik stated that payment will be check or money order only.
Dana Law stated a return check fee to be included of $35.
Keith Rogers amended to be an admin fee of $15 plus a per page cost for commercial requests.
Keith Rogers clarified the Constable language in the policy.
Keith Rogers clarified the form and fee schedule for the website and the policy.
Mike Nervik requested the website language strike "email" line and removing the email option from the website. Requests will have to be mailed or dropped off to the office by appt.
Deborah Wise commented on stamping the requests to be official.
Keith Rogers recommending stamping the hard copy form upon receipt of public records requests.

Approved Public Records Request Policy with amendments, to be implemented immediately and over rides the current policy.

Motion passed 5-0
Motion made by Dana Law; Seconded by Mike Nervik
Voting:
Dana Law Yes, Deborah Wise Yes, Mike Nervik Yes, Sonja Salcido Yes, Keith Rogers Yes

Item 29: APPOINTMENT OF BOARD TERMS

Keith Rogers made comments on the agenda item, read the email from the county giving the board instruction, commented and called for discussion.
Deborah Wise commented that Mr. Rogers' letter to the county stated he was applying for the term ending in 2026, and as Chair, it was appropriate to retain that stance.

Approval of Keith Rogers filling the position ending in 2026 with Salcido and Nervik filling positions ending in 2024.

Motion passed 5-0
Motion made by Mike Nervik; Seconded by Deborah Wise
Voting:
Dana Law Yes, Deborah Wise Yes, Mike Nervik Yes, Sonja Salcido Yes, Keith Rogers Yes

Item 30: APPROVAL OF FUTURE MEETING SCHEDULE

Keith Rogers commented and called for discussion on the agenda item.
Deborah Wise commented and sought clarification from Mike Nervik.
Mike Nervik provided clarification.
Keith Rogers commented.
Dana Law commented.
Keith Rogers commented and called for any other discussion.

Approval of calling a Special Meeting based on the hiring Committee's availability and completion of their duties, and a Regular meeting at the regularly scheduled date and time of August 28, 2024 @ 6:30 pm.

Motion passed 5-0
Motion made by Keith Rogers; Seconded by Soni Salcido
Voting:
Dana Law Yes, Deborah Wise Yes, Mike Nervik Yes, Sonja Salcido Yes, Keith Rogers Yes

Item 31: FUTURE AGENDA ITEM(S)

Keith Rogers commented and called for discussion on the agenda item.
Deborah Wise listed: Establish Fire Station Committee, Document Control Policy, Billing of accidents on I-10, any other equipment needs, Fire Prevention (Fire Wise) guide, and Community C.E.R.T.S training.

No Action taken

Item 32: ADJOURN

Meeting adjourned at 9:48 p.m.
Motion passed 5-0
Motion made by Dana Law; Seconded by Mike Nervik
Voting:
Dana Law Yes, Deborah Wise Yes, Mike Nervik Yes, Sonja Salcido Yes, Keith Rogers Yes

Minutes compiled and submitted
By Deborah Wise
Mescal J6 Fire District
Board Clerk

Keith Rogers Board Chair

Deborah Wise Board Clerk