

YARNELL FIRE DISTRICT
FIRE BOARD MINUTES, REGULAR SESSION

October 17, 2016

1. CALL TO ORDER:

Chair Arlon Rice called the meeting to order at 10 AM.

2. Pledge of Allegiance and Roll Call of Board Members:

Present were Chair Arlon Rice, Treasurer Richard Mayer, Secretary Carole Ryan. Members at Large: Donna Gordon, Kevin O'Donnell. Ben Palm, Chief. Denise Roggio and Nina BourBeau in attendance.

3. Approval of Draft Minutes:

A. Richard made a motion to accept the minutes for the September 26, 2016 Regular Session. Kevin seconded. Motion carried by all.

4. Reports and Correspondence:

A. Chairman's Report: Arlon announced the Holiday Party/Awards Ceremony on Dec.2 at the Community Center. The Yarnell Chamber of Commerce wanted to relocate here, but were told that we did not have enough space for them.

B. **Secretary's Report:** Carole read a Letter of Mutual Understanding from YWIA regarding duties of YWIA toward us and our duties toward them, plus fees to be paid by us. This was signed by all Board members and returned to YWIA.

C. **Treasurer's Report:** (See attached)

Richard presented: Profit and Loss, Budget vs Actual and Reconciliation Summaries through the end of September, 2016

General Fund: \$ 30,598.68

Donations and Grants: \$22,736.26

Capital Reserve Fund : \$ 1,423.81

Pension and Relief Fund : \$15,220.50

Yarnell Training Center : \$ 3,889.93 .This is non-tax related money from our EMT classes.

Wildland Fire: \$ 6,080.14

Carole made a motion to accept this Treasurer's Report as stated. Arlon seconded. Motion carried by all.

D. **Chief's Report:** (see attached) . Chief noted that he is looking for local volunteers for support. They would need full training from YFD.

E. **Safer Report and Grant Report:** (See attached). Four grants are awarded or pending. Eight grants are under consideration or in process. Denise Roggio is our Certified Grant Specialist.

5. OLD BUSINESS:

1. We discussed policies 0001, 0002, 0003, 0004, 0005. Amendments were made. These will be available for approval at our November meeting. We will also re-review 0007 which had been rescinded. The Chief will review 0006, 0008, 0009, 0010. The Board is charged to review all remaining policies before the November meeting.

6. NEW BUSINESS :

1. No action to take regrading Ambulance staffing at this time.
2. Denise attended an all-day seminar regarding NJCA Criminal History Check Policy for Personnel and received information. At this time, a binder with this information is in the personnel file for each employee.
3. Ben is working to get herbicide to use for fuel abatement. WE did not get the grant this year for fuel abatement but we will reapply next year.
4. Executive session was completed regarding Errol Eastwood's request for fireman reinstatement. This was denied.
5. Nina announced that our new Special Fire District CPA who will complete our required YFD 2016 audit is Ann Wenzel. This is due December 31, 2016 and will be needed by our December 19 meeting. She will be paid \$1200 which is same amount as was paid to her predecessor last year. Our previous accountant, Karla Morrison, terminated her contract with us recently, just before she died. Ann has Karla's notes.
6. Chief Palm, Arlon and Denise met with USDA representative regarding needed grants for a new generator, an additional bay/shelter for Ambo 3 and other needed equipment and roofing. As a result of this meeting, Denise will work with Prescott Representative Jeff Hays regarding these grant projects. We will need architectural renderings and approximate costs ASAP.

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7. Call to the Public. No speakers.

8. ADJOURNMENT: 12 noon

The next regular meeting will be November 21, 2016 in the YFD Admin. Building. .

Respectfully Submitted,

Carole Ryan, YFB Sec'y