



DUNCAN VALLEY RURAL FIRE DISTRICT
903 SE OLD WEST HWY. P.O. BOX 39 DUNCAN, AZ 85534

PUBLIC MEETING MINUTES
Tuesday, 8/9/2021

- A. Call to order
- B. Roll Call
 - A. Board Members - Fred Robinette, Charlie Billingsley (via phone), Tom Haught
 - B. Fire Chief - Hayden Boyd
 - C. Secretary/Treasurer - Pamela Bigelow
- C. Call to the Public - Dustin Richards present
- D. Approval of Minutes
 - A. Meeting minutes for July 13, 2021 were reviewed and approved. Board Member Robinette moved to accept, Board Member Haught seconded, pass 3 to 3.
- E. Finance
 - A. Financial Report given by Treasurer Bigelow.
 - B. Annual Audit to be completed by H&R Block and is currently being worked on.
 - C. Treasurer Bigelow brought up need for a third check signer on the warrant list. This will assist with need of check signing when one signer is out for any reason, then there will still be two signers. Board member Billingsley suggested 4 signers. Discussion tabled until next month.
 - D. Fire Chief Boyd covered Surplus Property - Nothing listed currently, Fire Chief Boyd will be listing items once it cools down. Will revisit next month.
 - E. Arizona Department of Revenue is still locked out, until account application is looked over. Treasurer Bigelow is working on this with them. No further new information to date.
 - F. Bills paid - Board Member Billingsley moved; Board Member Haught seconded; pass 3 to 3.
- F. Reports & Correspondence
 - A. Fire Code Review - Fire Chief Boyd wants to review but postponed until he can to speak with County Attorney for legal process. Will revisit at a later time.
 - B. Fire Chief Boyd reports fireman participation is average. 1 structure fire. Fire Chief Boyd will be starting a Facilities Committee. Fire Chief Boyd has turned in the budget and tax rate to the Board of Supervisors, the tax rate for this year is down about .50 to 2.0498. Fire Chief Boyd will be attending fire school with 3 other firefighters on 2nd weekend of September. Fire Chief Boyd will submit the receipts for the expenses for reimbursement. Board Member Billingsley moved, Board member Haught seconded, pass 3 to 3.
 - C. Fleet Management will go to Rob's Auto & Diagnostics. for \$325 monthly service and checks and \$35 per hour for any other repairs. They have their own Workers Compensation of which a copy has been turned into the Fire District. Rob will send in what was done for the previous month by the 5th of the following month. Fire Chief Boyd will remove matt as a signer and add Rob to the NAPA account. Board Member Robinette moved, Board Member Haught seconded, pass 3 to 3.
 - D. Pension Committee - Fire Chief Boyd held meeting on August 9, 2021 at 6 pm. Committee is still going through the statutes to be able to set up policies.
- G. Topics of Discussion and Possible Action
 - A. Roll up door replacement on Packer Station - Fred Robinette gave quote for new door as \$7000 before shipping, tax or labor to replace. Money will come out of the Boyd Rental Account, Fire Chief Boyd will speak with Greenlee County about process to get reimbursed. Roll up door on Packer Station will be tabled until next month. Board Member Billingsley moved, Board Member Haught seconded, pass 3 to 3.
 - B. Building security - Fred Robinette is still looking into doors but currently has found nothing under \$5000. He will continue to look and will revisit this next month.
 - C. Flooring is approved for the conference rooms and waiting for Fire Chief Boyd to go pick up.
 - D. Fire Chief Boyd stated the repair guy for the tanker truck will be in the area in the next couple weeks and can do the repair for \$1200 to \$1500 instead of the cost of a new tank for \$6400. Board Member Billingsley moved, Board Member Robinette seconded, pass 3 to 3 to repair the tank.
 - E. Fire Chief Boyd stated there is need for a TV in the one conference room. He will check into one once flooring is in.
 - F. Plans to build a turnout room was discussed and will be revisited next month.
- H. Adjournment - Board Member Billingsley moved, Board Member Robinette seconded, pass 3 to 3.

Pamela Bigelow

Pamela Bigelow, Secretary/Treasurer



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