

**MINUTES OF REGULAR MEETING OF THE
RINCON VALLEY FIRE DISTRICT GOVERNING BOARD MEETING
VIRTUAL AND IN-PERSON MEETING
HELD April 21, 2022**

A public meeting of the Rincon Valley Fire District Governing Board was convened on **April 21, 2022 at 6:00 P.M.** Present at the meeting were the following members of the Rincon Valley Fire District Governing Board: Chairperson Michelle Harrington, Clerk Jennifer Spears, and Member Kevin McKinley.

The following matters were discussed, considered and decided at the meeting:

1. Call to Order at 6:01 P.M. by Chairperson Harrington

A. Roll Call - Chairperson Michelle Harrington	present
Clerk Jennifer Spears	present
Member Chris Klasen	present by virtual
Member Kevin McKinley	present
Member Matt Messmer	absent

- Also attending – Fire Chief Jayme Kahle, Assistant Chief Jim Tucker, Battalion Chief Edward Cornejo, Administrative Manager Laura Bucklin.

2. Pledge of Allegiance – Retired Firefighter/Paramedic Mike Prough lead the pledge of allegiance.

3. Date of next meeting scheduled for May 19, 2022 at 6:00 P.M.

- Confirmed by all board members present.

4. Call to the Public

- Thank you card from a resident thanking Firefighter/Paramedic Will Barber for saving his life.
- Thank you letter from Rural Metro Fire Chief Karl Isselhard thanking Assistant Chief Tucker for participating as an assessor for their Battalion Chief Position Recruitment Process.

5. Consent Agenda

Approval of Consent Agenda – Motion by Clerk Spears, second by Member McKinley to approve all items on the Consent Agenda. Motion passed 4 to 0.

- A. Approval of the Minutes of the March 17, 2022 Regular Board Meeting.
- B. Approval of Resolution #22-029 Lohmann Annexation (14345 E Costello Ranch Pl).
- C. Approval of Resolution #22-030 Elias Amended Annexation (14243 E Avenida Elena).
- D. Approval of Resolution #22-031 RPA Development LLC. Annexation (Calle Bacardi).

- E. Approval of Resolution #22-032 Flores Annexation (13855 E Lipps Lane).
- F. Approval of Resolution #22-033 Chappellear Annexation (Hound Dog & Yorkie Pl).
- G. Approval of Resolution #22-034 Davis Annexation (1900 N Calle Rinconado).
- H. Approval of Resolution #22-035 Palomino Annexation (881 N Solar Dr.)
- I. Approval of Resolution #22-036 Crosby Annexation (13573 E Whitehorse Tr.)

6. Reports and Correspondence

- A. **Fire Chief's Report** – Reviewed by the Board. Report on file.
 - Station 293 Project. The board made an offer last month and it was presented to Pastor Hook. Pastor Hook advised us that the appraisal is not adequate. This is a board agenda item.
 - Station 291 Project. The furniture has been ordered and the new ceiling fans have been ordered.
 - Staffing. We have one firefighter out on industrial injury and we have one paramedic that retired on 3/30/2022.
- B. **March's Financial Reports** – Review, discussion and possible action, of the district's financial status including monthly summary reports.
 - Monthly Financial Report for the month of March 2022.
 - Monthly Expense Report for the month of March 2022.
 - Monthly Bank Reconciliations and Balance Sheet for the month of March 2022.

-Motion by Member McKinley, second by Clerk Spears to approve the district's financial reports and expenses for the month of March 2022. Motion passed 4 to 0.

7. Unfinished Business

- A. **2022-029 - Review, discussion and possible action to purchase land for future fire station 293.**
 - We have been negotiating with CLVC for the last few months since the appraisal was completed. CLVC has countered with a \$300,000 with conditions.
 - Their position is:
 1. Christ Lutheran Vail Church does not feel that the appraisal is accurate since it came in at only \$1.50 or \$190,000. They feel \$2.42 per square or \$300,000 is fair.
 2. The fire station will be a public good. If we don't build, they want the right a first refusal at 102% of purchase cost.
 3. Fire station must be built by Summer 2025

Chief Kahle's thoughts:

1. The appraisal came in much cheaper than what he thought.
2. The land price at \$2.42 per square foot is still much cheaper than any other land - Del Lago is at \$8/square foot (full utilities). Bus yard owners wanted \$3.44/square foot (no utilities).

3. Need to know what our off-site costs will be.

The purchase price is \$300,000.

-Motion by Clerk Spears, second by Chairperson Harrington to authorize Chief Kahle to initiate the land purchase process for future Station 292 with Christ Lutheran Vail Church for an amount not to exceed \$300,000. Motion passed unanimously 4 to 0.

B. 2022-032 – Review, discussion, and possible action to amend the District Board Bylaws.

- General discussion regarding Bylaws changes. A draft redline of the changes were presented. This item will be kept on the agenda for the next Board Meeting. No comments from the Board. Discussion only. No action taken.

Executive Session – Motion by Clerk Spears, second by Chairperson Harrington to adjourn the Regular Board meeting at 6:17 pm and enter into Executive Session. Motion passed unanimously 4 to 0.

– **Succession planning for the Fire Chief position.** The law specifies the purposes for which an executive session may be called and are narrowly defined in the law as follows: (A.R.S. §38-431.03. A)

1. Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that, with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee or employee with written notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee or employee to determine whether the discussion or consideration should occur at a public meeting.
2. No action taken during the Executive Session. Discussion only.

-Motion by Chairperson Harrington, second by Clerk Spears to adjourn the Executive Session at 6:26 pm and reconvene the Regular Board Meeting. Motion passed 4 to 0.

C. 2022-037 – Review, discussion, and possible action concerning succession planning of the Fire Chief position.

- At the last board meeting, Chief Kahle was directed to post the position of Fire Chief. To date, we have received one memo of interest. Assistant Chief Tucker submitted his letter of interest and qualifications to the Board.

-Motion by Chairperson Harrington, second by Clerk Spears to close the recruitment process and proceed with the internal hiring process, and draft an Employment Contract for the position of Fire Chief, as selected, to Assistant Chief Jim Tucker. Motion passed unanimously 4 to 0.

8. New Business

A. 2022-043 – Review, discussion, and possible action to renew our General Insurance with VFIS.

- Last year we went to bid for insurance services and VFIS came in as the best value. The renewal reflects a 5% rate increase. The vendor attributes the rate increase to our increased call volume and building values increase. (They raise building values by 4% each year to keep up with inflation). We were actually able to avoid the 6% statewide increase since we had a very low loss ratio this year. \$42,229 in line item 5280. (last year was \$40,003).

-Motion by Clerk Spears, second by Member McKinley to approve the general insurance renewal with VFIS. Motion passed unanimously 4 to 0.

B. 2022-044 – Review, discussion and possible action to renew our health care related insurances with EMI Health.

- EMI Health, as part of the Public Services Health Benefits Pool, has offered to renew us this year with an incredible zero rate increase. The rate is contingent upon us bundling our dental and vision though. EMI Health manages the Arizona Public Services Health Benefits Pool and contracts with BCBS of Arizona.
- The District provides 75% of the premium for all benefit classes for the PPO plan and 80% of the premium for all benefit classes for the high deductible plan. The high deductible plan also provides \$1,000/\$1,800 in HSA.
- As an added benefit to our folks, we will also provide a slight subsidy for vision at \$2.85/member/month. The estimated health related insurance cost is \$393,800. (An increase of \$2,800 over last FY).

-Motion by Clerk Spears, second by Chairperson Harrington to authorize the Fire Chief to renew our health care insurances with EMI Health. Motion passed unanimously 4 to 0.

C. 2022-045 - Review, discussion and possible action to renew the Dispatch Services IGA with Northwest Fire District.

- Our dispatch agreement is administered by Northwest Fire District as part of SAFERC consortium. The consortium consists of all city and county fire agencies except Green Valley, Drexel and Corona de Tucson. Our new agreement has allowed us to leverage cutting edge technology, only employed by SAFER C, that allows us to provide high quality services to our public. For instance, the USDD G2 systems has reduced our turnout times while improving firefighter safety.
- The new agreement reflects a 4.8% increase for a total of \$55,332. The increase is a result of the 18% increase in call volume.

-Motion by Member McKinley, second by Clerk Spears to renew amendment #4 of the IGA for dispatch services with Northwest Fire District. Motion passed unanimously 4 to 0.

D. 2022-046 - Review, discussion and possible action to approve the FY 22/23 Tentative Budget.

- Tentative budget for FY 22/23. For the fifth year, we are able to maintain the operating tax rate at \$2.7834. Bond rate lowers to .1309

- Retention
- More Training
- Overall Tax Rate of \$ 2.9143
- Tax Savings of \$22 decrease for avg. taxpayer
- Strategic Plan

Revenue/Expense Increase: \$528,100

- Tax +\$415,000
- Ambulance Revenue +\$167,000
- Grants -\$54,000

- Combined Revenue Budget of \$6,832,749. General Fund is \$6,593,600. Bond Fund is \$229,150. Capital Fund is \$10,000.

-Motion by Chairperson Harrington, second by Member McKinley to adopt the Tentative FY 22/23 Budget. Motion passed unanimously 4 to 0.

E. 2022-047 - Review, discussion, and possible action to enter into an agreement for internet services from Rincon Wireless.

- This agenda item will be tabled to the next board meeting.

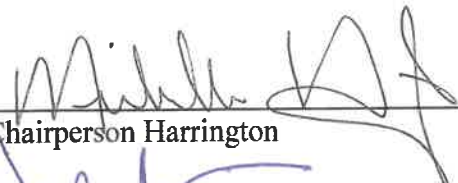
F. 2022-048 – Retirement Recognition of Firefighter Paramedic Mike Prough.

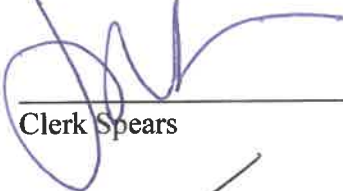
- We are honoring Firefighter/Paramedic Mike Prough. Mike has retired after 21 years of fire and medical service with the bulk of those years with Rincon Valley Fire District. Crew members and members of the public were present to celebrate the occasion.


9. **ADJOURNMENT** - Motion by Chairperson Harrington, second by Clerk Spears to adjourn. Motion passed 4 to 0. Meeting adjourned at 6:55 p.m.

Dated this 22nd day of April 2022.

Rincon Valley Fire District Governing Board


Chairperson Harrington


Clerk Spears


Member McKinley


Member Klasen

Member Messmer