

# Clay Springs – Pinedale Volunteer Fire District

P.O. Box 1267  
Pinedale, Arizona 85934

## Minutes of the Governing Board Meeting October 24th, 2019, 1:00 pm at the Pinedale Station

- 1.) **Call to Order:** 1:00pm
- 2.) **Pledge of Allegiance:** By All
- 3.) **Invocation:** by Mike Neil
- 4.) **Roll Call:** Present were Bob Garvin, Bob Quackenbush, Mike Neill, Sue Hileman, David Flores, Joe Holyoak, and Starla Kizzar.
- 5.) **Call to the Public:** The Public may address the Board concerning matters not on the agenda. They will have 3 minutes. The Board will take no action on these items, and may only refer the matter to staff for further review or place the matter on a future agenda. Items on the regular agenda should not be discussed during the call to the public.  
  
Public: Dustin Richards, Charlie Brown, Dick Hileman. No comments
- 6.) **Approval of Minutes:** Motion to approve the September minutes by David Flores , Sue Hileman 2nd motion. Approved 5-0.
- 7.) **Monthly Financial Report:** A motion to approve the financial report by David Flores, Mike Neil seconds motion. Approved 5-0.
- 8.) **Old Business:**
  - a. (AD) None
- 9.) **New Business: May Convene into executive session for legal advice (A.R.S. 38-431-.03 D3)**
  - a. (AD) Mike Neil purposed that we accept the department financial Audit as reported by Dustin Richards. Sue Hileman seconded proposal. Passed 5- 0.
  - b. (AD) Bob Quackenush made a motion to go into executive session. David Flores seconded the motion. Executive motion in session at 13:20. David Flores voted leave from Executive session at 14:03 seconded by Joe Holyoak. Passed-5-0.
  - c. (AD) The wages and position title of Starla Kizzar were discussed. The board purposes to have Starla's wages change from \$13 per hour to \$35,000 salary wages and to have the title of Clerk to be replaced with Office Manager. The wage increase and title change go into effect immediately. David Flores made the motion, Sue Hileman seconded the motion. Passed 5-0.

d. (AD) Starla read the first section of the Board SOPs. The board chooses to table the vote of the SOP's until such time that the SOP's have been completely read. Next month we will read up to article 5.

10.) **Chief Report:** See attached report.

11.) **Summary of News, Correspondence and current events:** Starla informed the board of an issue with Windows 7 no longer being supported by January of 2020, Starla's desktop will need to be updated with a new windows program or a new computer shortly after since security will be greatly affected . Next the copperpoint audit was mentioned. The audit summary shows that workmans comp woes us a credit of \$381. It will be deducted from the next billing cycle most likely. Finally VFIS had us complete a questionnaire in preparation for next month's meeting and insurance proposal. It appears that our bill will actually go down from \$24,595 to \$20,748 according to the: proposal that they sent to us. They will be at the November meeting to answer any questions that we may have.

12.) **Motion to Adjourn:** Motion to adjourn made by motion to adjourn by David Flores, Sue Hileman seconded the motion.: passed 4-0

13.) **Time and Date of the Next Regular Scheduled Meeting:** November 21st , 2019 1:00 pm

**Minutes by: Starla Kizzar 10-24-19**

Approved by :

 11-21-19

Mike Neil- Secretary