



# NORTHWEST FIRE DISTRICT

SERVING RESIDENTS OF THE NORTHWEST FIRE DISTRICT, THE FLOWING WELLS  
COMMUNITY AND THE TOWN OF MARANA

PROUD TO BE ACCREDITED BY THE COMMISSION ON FIRE ACCREDITATION INTERNATIONAL

PHONE: (520) 887-1010 FAX: (520) 887-1034 [www.northwestfire.org](http://www.northwestfire.org)



---

## Minutes of the Northwest Fire District Governing Board Regular Meeting August 23, 2016

- I. Call to Order/Roll Call/Affirmation of Quorum
- II. Salute to the Flag of the United States of America
- III. Presentation of Service Awards
- IV. Public Forum
- V. Consent Agenda

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	George Carter, Chairman
<b>SECONDER:</b>	Tim Clayton, Board Clerk
<b>AYES:</b>	Carter, Kaplan, Clayton, Talas, Green

### Approval of Consent Agenda

- A. Approval of the Minutes of the July 26, 2016, Regular Governing Board Meeting
- B. Approval of the Purchase of Pharmaceutical and Supply Dispensary Equipment
- C. Adoption of Resolution No. 2016-041 Approving the Intergovernmental Agreement Between Northwest Fire District and the Town of Marana for Use of the Town's Laserfiche and Trackit Information Technology Systems.
- D. Adoption of Resolution No. 2016-042 Authorizing Termination of the ICMA Supplemental Retirement Savings Plan
- E. Adoption of Resolution No. 2016-043 Rescinding Resolution No. 2016-020 and Authorizing the Intergovernmental Agreement for Dispatch Services Amendment No. 8 for Avra Valley Fire District
- F. Approval of Changes Made to District Personnel Policy, Bereavement Leave, Section 9.5.1, Which Includes an Increase to Days Off and Clarification of Immediate Family Member to Employee and Spouse, to be Effective Immediately

## VI. Reports and Correspondence

### A. Fire Chief's Report

**This is a summary of the activities of the Fire Chief and Administrative Staff concerning each of the District's Divisions including: Fire Suppression, Emergency Medical Services, Administrative Services, Finance, Human Resources, Special Projects, Logistics, Prevention and Safety Division and Wild Land Fire Fighting; the report might also include Administrative Activities in Annexations, Intergovernmental Relations, Community Assistance Programs, Fleet and Equipment, Labor and Management Relations, District Revenues and Expenditures, Strategic Planning, Information Technology, Status of Construction Projects, Status of Facilities, Public Outreach and Training.**

The reports were included in the packet; there was no discussion.

### B. Financial Reports

This report is a summary of the District's Financial Status including: Monthly Board Financial Report, Monthly Disbursements Report, Revenue and Expenditure Reports, Real Estate Tax Revenue Spreadsheets, Monthly Bond Report and Arizona State Land Billing and Payment Reports. The Board will be asked to approve the District's Monthly Disbursements Report.

Financial Reports

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	George Carter, Chairman
<b>SECONDER:</b>	David Talas, Board Member
<b>AYES:</b>	Carter, Kaplan, Clayton, Talas, Green

## VII. Business

- A. Executive Session: the Governing Board May Vote to Go into Closed Session, Pursuant to A.R.S. 38-431.03 (A) (2), (3) & (4), for Legal Advice and to Instruct Its Attorneys Concerning the Lawsuit Filed by the Divijak Family for Personal Injury, Case No. C20150072. Following the Executive Session, the Board Might Take Action on the Claim by Directing Its Attorneys.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	George Carter, Chairman
<b>SECONDER:</b>	David Talas, Board Member
<b>AYES:</b>	Carter, Kaplan, Clayton, Talas, Green

Executive Session: the Governing Board May Vote to Go into Closed Session, Pursuant to A.R.S. 38-431.03 (A) (2), (3) & (4), for Legal Advice and to Instruct Its Attorneys Concerning the Lawsuit Filed by the Divijak Family for Personal Injury, Case No. C20150072. Following the Executive Session, the Board Might Take Action on the Claim by Directing Its Attorneys.

**RESULT:**       **APPROVED [UNANIMOUS]**  
**MOVER:**       George Carter, Chairman  
**SECONDER:**   Bruce A. Kaplan, Vice Chair  
**AYES:**         Carter, Kaplan, Clayton, Talas, Green

Executive Session: the Governing Board May Vote to Go into Closed Session, Pursuant to A.R.S. 38-431.03 (A) (2), (3) & (4), for Legal Advice and to Instruct Its Attorneys Concerning the Lawsuit Filed by the Divijak Family for Personal Injury, Case No. C20150072. Following the Executive Session, the Board Might Take Action on the Claim by Directing Its Attorneys.

**RESULT:**       **APPROVED [UNANIMOUS]**  
**MOVER:**       George Carter, Chairman  
**SECONDER:**   Bruce A. Kaplan, Vice Chair  
**AYES:**         Carter, Kaplan, Clayton, Talas, Green

Adoption of Resolution No. 2016-043 Rescinding Resolution No. 2016-020 and Authorizing the Intergovernmental Agreement for Dispatch Services Amendment No. 8 for Avra Valley Fire District

**RESULT:**       **APPROVED [UNANIMOUS]**  
**MOVER:**       George Carter, Chairman  
**SECONDER:**   Peg Green, Board Member  
**AYES:**         Carter, Kaplan, Clayton, Talas, Green

Approval of Changes Made to District Personnel Policy, Bereavement Leave, Section 9.5.1, Which Includes an Increase to Days Off and Clarification of Immediate Family Member to Employee and Spouse, to be Effective Immediately

**RESULT:**       **APPROVED [4 TO 1]**  
**MOVER:**       George Carter, Chairman  
**SECONDER:**   David Talas, Board Member  
**AYES:**         George Carter, Bruce A. Kaplan, David Talas, Peg Green  
**NAYS:**         Tim Clayton

B. Discussion and Possible Action Approving the Purchase of Two Kovatch Mobile Equipment (KME) Fire Engines from Their Distributer, W. W. Williams

**RESULT:**       **APPROVED [UNANIMOUS]**  
**MOVER:**       George Carter, Chairman  
**SECONDER:**   Bruce A. Kaplan, Vice Chair  
**AYES:**         Carter, Kaplan, Clayton, Talas, Green

C. Discussion and Possible Action Approving Logistics Staff to Surplus Twenty Vehicles Via Enterprise Remarketing Process

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	George Carter, Chairman
<b>SECONDER:</b>	Peg Green, Board Member
<b>AYES:</b>	Carter, Kaplan, Clayton, Talas, Green

D. Discussion and Possible Action Approving the Cancellation of Board Member Elections in the November 8, 2016 General Election

<b>RESULT:</b>	<b>APPROVED [3 TO 2]</b>
<b>MOVER:</b>	George Carter, Chairman
<b>SECONDER:</b>	Peg Green, Board Member
<b>AYES:</b>	Bruce A. Kaplan, Tim Clayton, Peg Green
<b>NAYS:</b>	George Carter, David Talas

E. Discussion and Possible Action Approving a Special Governing Board Meeting for September 6, 2016, for Formal Acceptance of a SAFER Grant Award in the Amount of \$3,487,680.00

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	George Carter, Chairman
<b>SECONDER:</b>	David Talas, Board Member
<b>AYES:</b>	Carter, Kaplan, Clayton, Talas, Green

**VIII. Future Agenda Items [A Governing Board Member May Bring Forth General Topics for a Future Meeting Agenda. The Governing Board May Not Discuss, Deliberate or Take Any Action on the Topics Presented, Pursuant to A.R.S. § 38-431.02 (H).]**

This item allows an *individual* Governing Board member to recommend item(s) to be placed on future agendas. The Board will not discuss the item(s) at this time because it would be a violation of the Open Meeting Laws and no voting action will be taken on the recommended item(s).

1) Track Bereavement Leave

**IX. Adjournment**

George Carter made the following motion, seconded by Dave Talas and approved unanimously with five ayes:

MOVE TO ADJOURN THE MEETING AT 7:19 P.M.

Minutes approved by the Northwest Fire District Board at its September 27, 2016, Regular Governing Board Meeting.

---

Tim Clayton, Board Clerk