

BOARD OF DIRECTORS' MEETING MINUTES
Regular Meeting Minutes from Wednesday, January 20, 2021

1. **CALL TO ORDER:** The meeting was called to order by **Judy Garner** at 4:02 PM
2. **PLEDGE OF ALLEGIANCE:** The pledge was led by **Lori Bomar**.
3. **ROLL CALL OF BOARD:** **Judy Garner, Wayne Keller, Phil Lobeck, and Nancy Tschikof** were present. **Judy Garner and Nancy Tschikof** attended via Zoom; **Wayne Keller and Phil Lobeck** attended in person. **Dave Schroedl** was absent.
4. **APPROVAL OF MINUTES**
 - A. Minutes of the Regular Session of 12-16-2020.
 A motion was made by **Nancy Tschikof** to approve the minutes from the 12-16-2020 Board Meeting as corrected. Note: **Judy Garner, Wayne Keller, and Phil Lobeck** attended in person; **Dave Schroedl** attended by phone, and **Nancy Tschikof** attended via Zoom.
 Seconded: **Phil Lobeck**
 Ayes: **Judy Garner, Wayne Keller, Phil Lobeck, Nancy Tschikof.**
 Nays: 0
5. **CALL TO PUBLIC:** Members of the community in attendance: **Lori Bomar and Scott Mayer.**

6. **REPORTS AND CORRESPONDENCE**

A. Fire Chief's Report:

❖ Number of Calls:

Month	Number of EMS Calls	Number of Fire Calls	Number of MVA* Calls	Mutual Aid EMS/Fire	Public Assist
December	12	1	0	0	0
January**	3	1	0	0	0

*MVA - Motor Vehicle Accident

**Numbers for the current month are up to the date of the Board Meeting.

- ❖ Grants: Both the Fuels Reduction and AZ Cardinals Grants are still open. Four grants are being opened. Under current conditions, grants are slowly being funded.
- ❖ Personnel/Training: Currently have 18 total volunteers, 9 of which are EMTs. One crew is in California in a Type 6, standing by for assignment. They have Brush 81 and Squad 82.

- ❖ Irwin Status: 9 available, 4 currently on assignment.
 - ❖ Apparatus/Equipment: All apparatus and equipment are operational. The chipper and the chipper truck can go out on fires.
 - ❖ Wildfire Mitigation: Mitigation efforts are being conducted on private property. The equipment and Mitigation Crew are scheduled through the end of February.
 - ❖ Water Resources Along Highway 89: Nothing to report.
 - ❖ ISO Status: Notification will go out when the change in status goes into effect.
 - **Phil Lobeck** requested that a better explanation of our ISO rating be added to the notification letter.
 - ❖ Notary Status: **Frazier Mayer** reported that she is now a certified notary. Notary supplies have been received.
 - ❖ **Chief Bomar emphasized that Peeples Valley is still under a fire ban. If you see smoke, please contact the Chief immediately.**
- B. Financial Report: Chief Bomar noted changes to be amended on cost code 603.
- C. Correspondence received by the Board: A request for a pension report was received; PVFD does not have a pension program.
- D. Auxiliary Report: The Auxiliary is discussing postponing their next meeting until March 2021 when new officers need to be elected/reelected.

7. BUSINESS

- A. Discussion/possible action to approve the December 2020 Treasurer's report.
- A motion was made by **Phil Lobeck** to approve the December 2020 Treasurer's Report.
 - Seconded: **Wayne Keller**
 - Ayes: **Judy Garner, Phil Lobeck, Wayne Keller, Nancy Tschikof**
 - Nays: 0
- B. Discussion/possible action to approve Warrant Requests including stipend checks and regularly budgeted items.
- **Nancy Tschikof** made a motion to approve the Warrant Requests including stipend checks and regularly budgeted items.
 - Seconded: **Phil Lobeck**
 - Ayes: **Judy Garner, Wayne Keller, Phil Lobeck, Nancy Tschikof**
 - Nays: 0.

C. Discussion/possible action to review/modify Credit Cards: Limits, Users, Access Method of Payment, Card Type

- There are currently three active credit cards, one designated to **Dave Schroedl**, one to **Robert Brandon**, and one to **Chief Bomar**. The combined credit limit is only \$5,000.00.
- **Chief Bomar** explained that it is imperative that the following actions take place:
 - 1) That **Chief Bomar** have authority to change the names on two of the existing cards to PVFD Officers [see 3), below].
 - 2) That **Chief Bomar** has the authority to open three additional cards.
 - 3) That the six cards be designated as follows: **Chief Shawn Bomar, Captain Ronnie Hernandez, Captain Scott Mayer, Lieutenant Colin McCawley, and Captain Lew Theokas**. The sixth one depends on Dave Schroedl, Treasurer.
 - 4) That the credit limit needs to be \$5,000.00 per card.
 - 5) That **Chief Bomar** and **Jim Serbin**, Accountant, have complete on-line access to all the credit card accounts.
 - 6) That **Chief Bomar** and **Jim Serbin** have access to On-Line Bill Pay.
- **Judy Garner**: BE IT RESOLVED that **Chief Shawn Bomar** and **Jim Serbin**, Accountant, have administrative capabilities on all credit card accounts, that **Chief Bomar** is authorized to acquire an additional three credit cards for a total of six as outlined in 3), above, that the credit limit per card is \$5,000.00, and that On-Line Bill Pay is authorized for **Chief Shawn Bomar** and **Jim Serbin**, Accountant. (Reference 20210120 7.C.)
- Seconded: **Nancy Tschikof**
- Ayes: **Judy Garner, Wayne Keller, Phil Lobeck, Nancy Tschikof**
- Nays: 0.

8. FUTURE AGENDA ITEMS; UPCOMING MEETING DATE

- A. New Business Agenda Item Requests for next Regular, Workshop and Other Meetings: Nothing was reported.
- a. **Chief Bomar** requested that Discussion/possible action regarding Station Remodeling be added to the action items at February's Board meeting.
- B. The next Board meeting is scheduled for Wednesday, 02-17-2021 at 4:00 PM.

9. ADJOURNMENT: Judy Garner adjourned the meeting at 5:14 PM.

Submitted by: **Frazier Mayer, Scribe**