

Sherwood Forest Estates Fire District Meeting

Minutes May 22nd, 2019

- I. The meeting was called to order at 7:00 pm at the Sherwood Forest Fire Station, 450 Little John Rd, Williams AZ
- II. Pledge of Allegiance
- III. Roll Call: present were Bruce Speirs- Chair, Sue Hamilton – Treasurer, Debra Hamby – Clerk, Wayne Marx -Chief, Deirdre McLaughlin – asst. chief, Erin Hudman - asst. chief and residents (sign in sheet attached)
- IV. Minutes of last meeting;
 - a. April 23rd, 2019 Board meeting – read and approved, Bruce S. made motion to approve and Sue H. 2nd, all in favor
 - b. April 2nd, 2019 Special Meeting – read and approved, Bruce S. made motion to approve and Sue H. 2nd and all in favor
 - c. May 15th, 2019 Budget Committee Meeting- table
- V. Financial Reports:
 - a. & b. Review of check register and Budget updates –March 2019 – read and approved- Bruce S. made motion and Debra H. 2nd, all in favor
- VI. Reports:
 - a. Auxiliary -pancake breakfast 5/25 8-10, June 8th Bingo 6:30-8pm, Painting Class June 19th 6:30-9pm @ station
 - b. Fire Chief Report- read and attached
 - c. Budget Committee Report- met on 4/13, started w/ few glitches, next meeting 5/15
 - d. Board Report –none
 - e. Correspondence- Coconino County Election questionnaire for Nov 2019 elections, Debra H. will take care of – no elections needed
- VII. Old Business:
 - a. Review, The Woods Fire District Consolidation into SFEFD timeline update – waiting on budget from both districts SFEFD Med manual update- it is completed
 - b. SFEFD Website update – no update, Anne Dudley not present
- VIII. New Business:
 - a. Discussion and possible action taken, of official notification letter from OSHA regarding diesel combustion contamination in Building 1 – Wayne stated no response back from the OSHA employee that sent the letter. Chief Foreman stated that he has had several similar complaints with OSHA ad they use large fans when starting and moving vehicle and then clean heavily in the areas with possible contamination and this has been approved by OSHA. This is also one of the plans sent to OSHA by Chief Marx. Bruce S. hesitates to use the building for eating purpose until we hear back from OSHA. Wants the Chief to call OSHA again to get approval. Bruce made motion that the Chief call OSHA for approval, Sue 2nd and all in favor.
 - b. Discussion and possible action, of setting Chief's task list and timelines – The Board would like the Chief to complete the Vehicle Matrix of all vehicles in the Department Fleet – Debra H. made motion for the Chief to use the Capital Improvement template and complete the Matrix of each vehicle to present at the June Board meeting. Bruce S. 2nd and all in favor. The Board will work on any other tasked needed.
 - c. Discussion and possible action re: Hiring HR agency to investigate misconduct allegations – Wayne thought a local judge would be a good choice. Bruce suggested Brenda w/ AFDA out of Tucson would be a good choice, he called her

and she wants \$140 an hour and travel time. Bruce made motion to hire Brenda not to exceed \$5000. No second. Wayne is willing to sign a hold harmless document to help this process. Debra H. suggested a local P.I. that is an ex Phx police officer that has handled many of cases for Coconino County and the Navajo Nation. This will be tabled for Board to present more candidates

- d. Review Discussion and possible action to increase in authorization for legal fees – We have gone over the \$1000 limit. Table until Board receives the invoice from the attorney
- e. Discussion and possible action of proposed 2019/2020 Budget – Sue will post tonight and attached
- f. Discussion and possible action of Board Duties – Board went over the Notes from the Special meeting presented by AFDA rep and County Attorney (attached)- Finger printing must be completed, and Erin is on this. AFDA sends out calendar of Board Duties, Debra H. will complete a new Calendar of Duties. Strategic Plan; Sue H. will send to Board members to look over and send back notes to Sue H. to revise. Bruce feels we need to hold off on this. Sue H. stated that this is a very fueled document and can be updated at any time. Board review notes from the special meeting and went over the duties that Debra H. created for the Board (attached)

IX. Call to Public: 1.) Debra Henson – She stated I have wked for 3 yrs as office asst. for the District. Did everything I was asked. I was told I was doing a good job. Had to leave do to stress. Gave my Resignation to Chief only. Then 2 of the board members requested a copy of the resignation. Chief then decided to make it public w/ rebuttal. She stated that 2 individuals have approached her about this. All I did was quit my job. Do not need this. She never thought about suing the District. Asked the Board to stop all of this. Bruce S. apologized; the intent of the Board is to have a well-run district. That is why we should hire someone to investigate this and the resident to let the Board investigate. And asking the residents not to take this into your hands. Erin H. stated that Wayne and Deirdre have never had any negative things to say about you! 2.) Sue Hadley – would like to know if public can see the formal complaints? Debra H. feels some redactions need to complete (health issues and addresses). Erin will work on this and the public will need to contact Debra H. to get copy. 3.) Martha Simoneau – comment on the Budget, under grant there was a 53K in the Budget – It was pulled out to the foundation for tax reasons for donor. FF training 20K and in this year is only \$700 was used. New Budget proposal is higher and Admin training is also higher. Bruce responded as for this years Budget we need to look at it more realistically, but we also need to stick with it and look harder at this next year. Doug McKay added he does not agree in using bogus numbers. It does not take that long to do it right. Bruce S. feels that we should be adding in a line for justification when doing future Budget items. Walt Krushinsky stated instead of complaining, show up to the Budget meeting and help. 4.) Jack Hadley – I was on the Budget committee, no one complained. Rodger did ask how to lower the Mil Rate. I have a major problem here. I have 3 acres with nice house and pay good taxes. I having problem paying. Rodger you and I were on the Budget committee years ago and we started with 27k, now we have 143K and the fleet is much larger than most FD thanks to Wayne and we should than him. Would I like to see taxes lower, of course. 5.) Martha Simoneau – Budget salary on this volunteer FD is up 32%? IKRC contract personal? Wayne responded that large party, grand opening could hire EMT to help cover. Martha stated many many times there is 1 maybe 2 in the district for coverage. Now we are paying someone for IKRC? Is that what this 32% is for? 6.) Mary Anderson – appreciate the Mission statement and Vision Statement that Sue H. presented on large paper for the meeting. Also just an FYI for Bruce, the kitchen can be rolled out if needed for the pancake breakfast. 7.) Rodger Anderson –he mention to the Chair after last meeting, that we spoke that we should start training Buddist @ IKRC, we can also place vehicles in their garage. Wayne stated that he is working on this. They do have 2 nurses working at the facility. 8.) Martha Simoneau – she missed special meeting were we talked about Chief and Board duties. Feels things always fall thru the cracks. In the last meeting you asked job description and new staff titles. Erin H. stated this was emailed out to the Board and did not get on the agenda

X. Future agenda items: next meeting June 18th @ 7pm Board meeting and June 25th 7p, Special meeting for Budget Hearing by phone with Sue or Bruce

XI. Adjournment: 10pm