

PUBLIC MEETING MINUTES February 23, 2021

CALL TO ORDER

The meeting was called to order at 8:30 a.m. by Board Chairman Cummings, Chairman Cummings led the Pledge of Allegiance.

ROLL CALL

Present: Board Chairman: David C. Cummings
Board Clerk: Karen Flenniken
Board Member: Charles Moore
Board Member: Norma Brummett
Board Member: Paige Weisz

Staff Present: Fire Chief: Patrick Moore
Assistant Fire Chief: Scott Neal
Administrative Manager: Paula Acker

BUSINESS

Financial Audit Report for FY ending June 30, 2020

James Saunders from Saunders Company Ltd., 6008 W. Cortez St., Glendale AZ 85304, (928) 476-8660, presented, via teleconference, the Financial Audit Report for FY ending June 30, 2020. He explained to the Board that an annual audit is required by Arizona State Statute. He stated that no issues were found and the Bullhead City Fire District follows internal controls on policy, procedures, laws and regulations.

With no further discussion Board Member Moore motioned to accept the FY 2019-20 Financial Audit Report as presented, Board Member Brummett seconded the motion, all were in favor and the motion carried unanimously.

CONSENT AGENDA

Board Member Flenniken motioned to accept the consent agenda as follows:

Approval of Minutes of January 26, 2021 Regular Public Meeting

Acceptance of January 2021 Financial Reports

Approval of an IGA with Mohave Valley Fire Dist. and Fort Mohave Mesa Fire District for an AFG Communications Project.

Board Member Moore seconded the motion, all were in favor and the motion carried unanimously.

CALL TO THE PUBLIC

There was no response to the Call of Public.

REPORTS

Fire Chief's report

Fire Chief Patrick Moore, provided an overview of the Fire Chief and Operations memorandum that was provided in the Board packet today and attached to the official Governing Board meeting minutes. Chief Moore advised the Board the following: The Training vacancy testing was completed recently, with one external and one internal candidates. Neither candidate was successful, we will run the testing again in March to fill this position.

Testing has been completed for the position of Civilian Paramedic, two candidates tested, one was successful and offered a position.

We are currently accepting applications for Firefighter/Paramedic positions.

Currently we are evaluating options for a compensation study by an independent party.

The Operational Chief Vehicle is currently at Fire Trucks Unlimited (FTU) we expect delivery within the next two weeks.

The Station #5, 3455 Arroyo Vista, Antennae is pending engineer approved stamp from the City of Bullhead City.

We are currently working on renewing the National Parks Service (NPS) mutual aid agreement, revisions to the agreement have been forwarded to Attorney Bill Whittington for review.

We are currently applying for a SAFER (Staffing) Grant and plan to apply for a Grant for a Fire Boat for Station #2 through the State Parks Dept.

The Explorer program is being evaluated, we have several personnel that are interested in moving the program forward.

Chief Moore provided monthly statistical reports that are attached to today's meeting minutes.

BUSINESS

Contract between owner and construction manager as constructor

Chief Neal addressed the Board and explained the contract between owner and construction manager as constructor AIA document A133-2019. with amendment, with Willmeng Construction Inc. in the amount not to exceed \$45,899.00 for preconstruction and preparation work of the guaranteed maximum price (GMP). The preconstruction work, design development will be done by the Willmeng team who will be working with Seabury and Fritz Architects to study and deliver a GMP for the station #2 build. The timeline for preconstruction design development and cost analysis should take around four months to complete. Once a GMP is ready the AIA contract will then be presented to the Board for approval.

After discussion Karen Flenniken made a motion to approve the contract as presented, Board Member Moore seconded the motion and the motion carried unanimously.

Community Block Development Grant

Chief Moore stated when we applied for this grant last year the price for the ambulance was under \$200,000 unfortunately the lowest bids are all over the allotted or anticipated costs that were initially reported to the Board. Grant funding of \$125,000 with BCFD covering the remaining expected costs of \$75,000 was approved by the Board in the FY 20-21 Budget. \$75,000 has been deposited into an account with Mohave County.

The request for proposals (RFP) has now been completed and the bids were opened and reviewed by the Ambulance Committee, the three bids are as follows:

Red Sky Ambulance for \$215,957.90 can deliver a RAM cab and chassis within 8 weeks with a build time of 90-110 days.

Medix with approx. \$222,000 has the cab and chassis ready with a build time within 120 days.

EVG, \$214,324.42 would have to order the RAM cab and chassis with a delivery of approx. 16 weeks with another 120 days to build. The listed prices include all taxes.

Chief Moore stated the Ambulance Committee recommends Reed Sky Ambulance, based on cost, delivery time and construction schedule with higher quality medic compartment construction. The additional cost share would be \$15,957.90 bringing the total cost for BCFD to \$90,957.90.

Board member Moore made a motion to approve the additional cost sharing amount of the ambulance of \$15,957.90 bringing the total cost for BCFD to \$90,957.90 with a total cost of \$125,000 from the CBDG award and \$90,957 from BCFD.

Board member Brummett seconded the motion, all were in favor and the motion carried unanimously.

Fiscal Year 2021-22 Budget Timeline

Chief Moore presented the budget process timeline for review and approval, after review no changes were made. Board member Flenniken made a motion to approve the schedule as presented, Board member Moore seconded the motion, the motion carried unanimously.

ANNOUNCEMENTS

None

FUTURE AGENDA ITEMS/BOARD DIRECTION TO STAFF

none

ADJOURNMENT

Meeting adjourned at 9:24 a.m.

Recorded by,



Paula Acker
Administrative Manager

Approved by,



David C. Cummings, Chairman
Fire District Board



Karen Flenniken, Board Clerk
Fire District Board