

I. Call to Order/Roll Call/Affirmation of Quorum

D. Putnam called the meeting to order at 06:33 PM.

Attendee Name	Title	Status	Arrived
David Seese	Chairman	Present	Via Phone
David Putnam	Vice Chairman	Present	
Peggy McCool	Clerk	Present	
Sandra Watson	Member	Present	
Shirley Putnam	Member	Present	Via Phone
Brett Lane	Fire Chief	Present	

II. Pledge of Allegiance

Chief Lane led the Pledge of Allegiance to the Flag followed by a moment of silence.

III. Call to the Public

IV. Reports and Correspondence

- a. **Presentation of Personnel** – none
- b. **Fire Chief's Report** – see attached
- c. **Board Member's Report** – none
- d. **Attorney's Report** – none

V. Consent Agenda

RESULT:	APPROVED [UNANIMOUS]
MOTIONED:	Peggy McCool
SECOND:	Sandra Watson
AYES:	Dave Putnam, Peggy McCool, Sandra Watson
ABSTAINED:	Dave Seese

Approval of Consent Agenda

MOVE TO APPROVE ALL ITEMS ON THE DECEMBER 19, 2019 CONSENT AGENDA AS PRESENTED.

- a. **Approval of Minutes of Board of Directors' Regular Meeting of 11/21/2019.**

VI. Unfinished Business

- a. **Review, discussion, and possible action regarding cell phone tower lease.**

MR. PUTNAM HAD QUESTIONS/CONCERNS REGARDING THE CONTRACT PROVIDED. WILL MEET WITH CHIEF DURING THE WEEK AND HAVE ADMIN SEND AN EMAIL OUT TO ALL BOARD MEMBERS REGARDING QUESTIONS/CONCERNS.

RESULT:	NO ACTION TAKEN
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VII. New Business

a. Review, discussion, and possible action regarding dispatch contract with Northwest Fire District.

PRESENTED THE RENEWAL DISPATCH/CONTRACT BETWEEN THE DISTRICT AND NORTHWEST FIRE DISTRICT.

MOVE TO ACCEPT THE DISPATCH CONTRACT.

RESULT:	APPROVED [UNANIMOUS]
MOTIONED:	Dave Seese
SECOND:	Dave Putnam
AYES:	Dave Putnam, Peggy McCool, Sandra Watson, Dave Seese

b. Review, discussion, and possible action regarding purchase of LIFEPAK 15.

CHIEF LANE PRESENTED QUOTE FOR TWO NEW LIFEPAK 15s TO UPDATE OUTDATED EQUIPMENT CURRENTLY BEING OPERATED.

MOVE TO APPROVE THE PURCHASE OF TWO LIFEPAK 15s.

RESULT:	APPROVED [UNANIMOUS]
MOTIONED:	Dave Putnam
SECOND:	Peggy McCool
AYES:	Dave Putnam, Peggy McCool, Sandra Watson, Dave Seese

c. Dave Putnam – Review, discussion, and possible action regarding changing the start time for board meetings.

MOVE TO APPROVE CHANGING THE TIME STARTING TIME FOR REGULAR MONTHLY BOARD MEETINGS FROM 18:30 TO 17:00.

RESULT:	APPROVED [UNANIMOUS]
MOTIONED:	Sandra Watson
SECOND:	Dave Putname
AYES:	Dave Putnam, Peggy McCool, Sandra Watson
EXCUSED:	Dave Seese

- d. **Dave Putnam – Review, discussion, and possible action regarding having the board packet ready for board perusal on the Monday prior to the scheduled Board Meeting.**

MR. PUTNAM WOULD LIKE THE BOARD PACKET TO BE SENT OUT THE MONDAY PRIOR TO THE SCHEDULED BOARD MEETING. CHIEF LANE EXPLAINED THAT THIS WAS DOABLE AND THE REASON FOR PREVIOUS DELAY HAS BEEN DUE TO COUNTY FINANCIALS NOT BEING RECEIVED IN TIME TO BE REVIEWED FOR THE PACKET TO GO OUT BY THAT TIME.

THE BOARD IS OKAY IF THE INITIAL PACKET IS MISSING FINANCIALS DUE TO THEM BEING UNAVAILABLE AND WOULD STILL LIKE THE REMAINDER OF THE PACKET SENT OF BY THE MONDAY BEFORE A MEETING. IF FINANCIALS ARE RECEIVED AFTER THE BOARD PACKET HAS BEEN SENT OUT BUT BEFORE THE MEETING, THEY WILL BE SENT OUT THEN. IF THEY HAVE NOT BEEN RECEIVED BY THE SCHEDULED MEETING, THEY WILL BE PROVIDED IN THE NEXT MONTH'S BOARD PACKET.

RESULT: NO ACTION TAKEN

- e. **Dave Putnam – Review, discussion, and possible action regarding when the Chief's report malfunctions on the Power Point system, brief copies of the presentation will be made available to the Board prior to the Board meeting. (Not copies of the power point presentation.)**

MR. PUTNAM WOULD LIKE A HARD COPY GOING OVER THE CHIEF'S REPORT IF THE REGULAR PRESENTATION IS NOT WORKING.

RESULT: NO ACTION TAKEN

- f. **Review, discussion, and possible action regarding acceptance of the financial reports, bank reconciliations, balance sheet and check register for the month of November.**

MOVE TO APPROVE FINANCIAL REPORTS, BANK RECONCILLIATIONS, BALANCE SHEET, AND CHECK REGISTER FOR THE MONTH OF NOVEMBER.

RESULT:	APPROVED [UNANIMOUS]
MOTIONED:	Dave Seese
SECOND:	Dave Putnam
AYES:	Dave Putnam, Peggy McCool, Sandra Watson, Shirley Putnam, Dave Seese

VIII. Future Agenda Items

- a. A Governing Board member, the Fire Chief, or the district's attorney may bring forth general topics for a future meeting agenda. Governing Board members, the Fire Chief,

or the district's attorney may not discuss, deliberate, or take any action on the topics presented, pursuant to A.R.S. §38-431.02(H).

- i. **Mr. Putnam requested that we provide pictures of all of the vehicles owned by the District.**
- ii. **Mr. Putnam would like to discuss increasing the amount of money spent for training paramedics when the budget is discussed.**

IX. Meeting Evaluation – Mr. Seese felt that the meeting went well.

X. Adjournment

Dave Putnam made the following motion, seconded by Peggy McCool and approved unanimously with four ayes:

MOVE TO ADJOURN THE MEETING 07:14 PM.

Next Regular Meeting on January 16, 2020 at 5:00 PM.

Minutes approved by the Picture Rocks Fire District Board at its January 16, 2020 Regular Governing Board Meeting.

Peggy McCool, Board Clerk