

**Mayer Fire District**  
**Regular Meeting Minutes**  
**Wednesday, February 17, 2021 4:30PM**  
**Mayer Fire Administration**

**1**     **Call to order.**

Acting Chairman Montgomery called the meeting to order at 4:31 P.M.

**2**     **Pledge of allegiance**

**3**     **Roll Call of members**

Present were Acting Chairman Montgomery, Acting Clerk Junkins, Member Provinzano. Members Baca and Madsen were not present.

**4**     **Call to the public. (The Fire Board can only respond to items on the Agenda, Comments limited to two minutes each.)**

There was no public comment.

**5**     **Chief's Report:**

**a) Monthly and year-to-date financials**

Chief McGhee reviewed his monthly report with the Board. A copy of this report is filed with the packet for this meeting.

**b) Current event report**

Chief Smith added later in the meeting that Mayer received 15 new air packs from Williamson Valley from a grant they received. The packs have built in thermal imaging, blue tooth wireless to radios and monitoring system. MFD will be able to sell some of the older air packs to other smaller fire districts.

Mayer's assessed value will not go up next fiscal year after all. This is due to the lawsuits lost by the State on pipeline and solar.

Love's will come onto tax rails next year.

The burn trailer is back in Mayer.

There has been more training made available due to a grant awarded to WVFD.

**6**     **Mayer Chapter of the International Association of Firefighters (IAFF) Local #3066 (the Union) report.**

There was nothing new to report.

**7**     **Consent Agenda**

Acting Clerk Junkins motioned to accept the Consent Agenda items a-h. Member Provinzano seconded the motion. The vote was Aye 3, No-0. All present voting Aye. Motion carried.

**8**     **Fundraiser for firefighters second set of turnouts**

The planning for the last fundraiser did not work out.

The next tournaments are February 27 and March 13 starting at 1:30-2:00pm.

Member Junkins will have the barbeque and all the supplies there. Chief McGhee said the on duty crew will be there to volunteer to help.

Other volunteers are welcome.

**9**     **Resolution #2021-01 Annexation of 23120 East Kelton Ranch**

Chief McGhee explained the history of a fire call and the desire for fire service by the owners of the ranch.

Acting Clerk Junkins motioned to accept Resolution #2021-01 for 23120 East Kelton Ranch Road to be annexed into Mayer Fire District. Member Provinzano seconded the motion.

The vote was Aye-3, No-0. All present voting Aye. Motion carried.

**10 Payoff ambulance (Shop #1801) from Capital Reserve account - \$31,814.81**

Chief Smith stated that the funds are available in the capital reserve account. There is no penalty to pay it off early, so we should pay this off. Then it will be out of next year's budget planning.

**Acting Clerk Junkins motioned to payoff Shop #1801 from the Capital Reserve account. Member Provinzano seconded the motion. The vote was Aye-3, No-0. All present voting Aye. Motion carried.**

**11 Station refinance proposal from Republic First National**

Chief Smith reviewed the current payment and length of the current USDA loan that covered the cost of building station #22 and the administrative office. He stated that Mayer Fire District (MFD) pays \$104,000.00 per year. There is 27 years left on the current loan at almost 5% interest.

A new 20-year loan at 3.15% interest would cost \$10,000.00 more annually but we would save approximately \$1,000,000.00 in interest and take 7 years off the payments. We are pre-approved. It would take approximately 6 weeks to arrange the new loan. There is no down payment required. Chief Smith believes that MFD can absorb the extra \$10,000 per year versus a 15 year loan that would take the annual cost up to closer to \$150,000.00 per year; a \$40,000.00 a year increase. The new loan also will not require MFD to have 10% of the annual obligation held in a reserve account.

With this new loan, Chief Smith recommends rolling the money that is in the reserve account into the capital reserve account since it will no longer be needed to secure the current USDA loan.

The new loan will also lower the debt ratio for MFD.

The current USDA loan payment is \$8,700.00 per month plus a required amount of \$870.00 is deposited into a reserve account to help cover any default on the loan.

The proposed loan would result in a monthly payment of just over \$10,000.00 per month total. It does not require the extra \$870.00 be set aside each month.

**Acting Clerk Junkins motioned to accept the station refinance proposal from Republic First National. Member Provinzano seconded the motion. The vote was Aye-3, No-0. All present voting Aye. Motion carried.**

**12 Proposal from Heartland for payroll services**

Chief Smith spoke.

He stated that both Williamson Valley Fire District (WVFD) and MFD use Paychex for their payroll processing service. Prices have gone up over the years.

Heartland is the 4<sup>th</sup> largest payroll company in the United States.

Currently we have \$6,000.00 budgeted for annual payroll. The proposal from Heartland came in at approximately \$3,700.00. WVFD will be switching to Heartland and he recommends MFD do the same.

There is still some negotiation regarding the length of time that price quote will be locked in. Some features with Heartland is that their software provides all human resources onboarding documents electronically. There is a phone app available that allows recruits to apply for work and employees to access and make certain changes to their payroll.

**Acting Clerk Junkins motioned to accept the proposal from Heartland for payroll services. Member Provinzano seconded the motion. The vote was Aye-3, No-0. All present voting Aye.**

**13 Authorization for department credit card with a \$12,000 limit for Chief Smith**

**Acting Clerk Junkins motioned to authorize the department credit card with a \$12,000.00 limit for Chief Smith. Member Provinzano seconded the motion. The vote was Aye-3, No-0. All present voting Aye. Motion carried.**

**14 Fire and EMS Records Management Service with Image Trend**

Chief Smith spoke. Our records management system is split into two parts. The State holds a license and MFD currently uses the State Image Trend site. It is difficult to work with and not customizable.

The EMS calls all go into this system.

Chief Smith is proposing to use the same company but acquire our own license in order to use their Elite Product. This way our records are customizable and accessible.

Firehouse software is used for the fire records management and costs about \$2,000.00 per year. It is not fully supported anymore.

The new records management service would combine the EMS and the fire records management into one record keeping system. It will allow access by a newly proposed ambulance billing service (item #15 below) to immediately access records for editing and immediate billing and Out of District billing. It will allow us to get rid of Firehouse and the associated cost. It has cloud based. It has scheduling, messaging,

policy/document library. It ties in with heart monitors. It is accessible by a phone app.  
This involves moving the repeater site which will save the district about \$10,000.00 per year.  
Once everything is cloud based we can get away from MerIT which cost about \$15,000.00 per year.  
The new service will cost about \$9,000.00 the first year and then around \$8,000.00 per year after with an increase annually limited to a maximum of 3%.  
CAFMA uses this. WVFD uses this. Prescott is switching to this.  
It can start as soon as March, 2021.

**Acting Clerk Junkins motioned to accept the Fire and EMS Records Management Service agreement with Image Trend. Member Provinzano seconded the motion. The vote was Aye-3, No-0. All present voting Aye. Motion carried.**

**15 *Agreement from Action Ambulance for ambulance billing***

When Chief Smith interviewed Sedona Fire and Ambulance, most questions were not answered satisfactorily and what was promised was not followed through on; billing is not done in real time or electronically.

The interview with Action Ambulance produced answers and projected a much better picture.

WVFD has already switched to this company.

The agreement will not increase cost other than a one-time \$500.00 set up fee.

**Acting Clerk Junkins motioned to accept the Agreement from Action Ambulance for ambulance billing. Member Provinzano seconded the motion. The vote was Aye-3, No-0. All present voting Aye. Motion carried.**

**16 *Public Service Pool Agreement with EMI Health for employee group medical insurance retroactive to February 1, 2021***

There are 15-16 other fire districts in this pool. It is very well-managed and WVFD has gotten a refund each year. Employees can use the same doctors. Annual rate increases are much smaller or nothing.

**Acting Clerk Junkins motioned to accept the Public Service Pool Agreement with EMI Health for employee group medical insurance retroactive to February 1, 2021 and authorize Chief Smith as signor. Member Provinzano seconded the motion. The vote was Aye-3, No-0. All present voting Aye. Motion carried.**

**17 *Future Agenda Items***

Item #8

Accept resignation of board member; Appoint new board member.

**18 *Future Meeting Dates***

The next regular board meeting will be on Wednesday March 17, 2021 at 4:30 P.M.

**19 *Adjournment***

**Acting Chairman Montgomery adjourned the meeting at 5:48 P.M.**

  
Clerk Madsen

Junkins

  
Date: