



MINUTES OF THE BUCKSKIN FIRE DEPARTMENT DISTRICT FIRE BOARD  
11/09/21-Open Meeting: Minutes to be approved at open public meeting on Tuesday, 12/7/2021.  
A Public meeting of the Buckskin Fire Board convened on November 09, 2021, that started at 6:00 pm in the classroom of the Buckskin Fire District, located at: 8500 Riverside Drive, Parker, AZ 85344. The following matters were discussed at the Open Meeting

### **Agenda Open Meeting**

1. Call to Order: 6:02 pm,
2. Roll Call.  
Members Present: *Chairman Jeff Daniel, John Mihelich, Wayne Posey. Jeff McCormack & Don Rountree were absent*  
Staff Present: *Chief Maloney, Barbara Cole, Interim Chief Dennen, Captain Weatherford & FF Foster.*  
Public Present: *Auditor Brian Hemmerle from Henry & Horne & Mike LaVallee from Stifel along with Claude Lockhart from Stifel, all telephonically.*
3. (Discussion and Possible Action Item): Auditor from Henry and Horne to call in to go over the Annual Audit for Fiscal Year End 06.30.21.  
*Brian Hemmerle from the Auditing firm Henry & Horne discussed the Audit for the financials for the Fiscal Year End 06.30.21. All Board members were given ahead of time the audited financials to review for the meeting if they had any questions. Mr. Hemmerle explained the financial audit and that it was a complete and unmarked audit. Everything looked good, and that the only significant debt is the current PSPRS unfunded liability that has to be shown in the financials. There were no questions from the Board regarding anything on the audited financials.*
4. (Discussion and Possible Action Item): Discussion and Possible action regarding eh PSPRS Funding options with Stifel & Associates to approve agreements and a resolution from Stifel and the Law Firm of Greenberg Traurig.  
*The Board was given a Pension Plan Liability Management presentation from Stifel showing the current situation with the unfunded liability and costs of the current PSPRS retirement funds and what could be saved, basically with refinancing the current Legacy debt to a lower interest rate over the rest of the term of the pension plan in place through 2038. The projection showed a significant savings over the term of the remaining life of the loan, in the amount of saving over 2 million. Board Member Posey asked the question regarding the extra Contingency money that was proposed by Stifel. Mike LaVallee explained of which it could only be used for PSPRS funding if the market with PSPRS, investments take a downward turn and would make the district again have to come up with*



*more dollars to bring down the debt to keep the contributions within the normal ranges. But this was not a requirement to have a Contingency fund as the District is already putting extra dollars in a County Reserve Fund to help with any fluctuations in the PSPRS market, and that the contingency whether used or not is part of the loan and that it too entails paying back interest on the extra money. The Resolution discussed by Stifel would allow the sale and execution and delivery of certificates of participation in a leaseback agreement to provide the necessary financing for the purposes of paying down the legacy portion of PSPRS and delegating authority to the district signatures from the Board Chairman or any other Board member to be able to sign agreements to keep the transaction moving forward. A motion was made by Wayne Posey to except the Resolution proposed by Stifel to allow for any Board member to sign and to move forward with the financing proposed, except to remove the contingency money of \$917,124 and to allow any Board member to sign for any agreements, along with a second from John Mihelich. There were no comments or questions prior to voting.*

*Ayes: Daniel, Posey & Mihelich*

*Nays:*

*Absent: Rountree & McCormack*

*Abstain:*

*Chairman Daniel: Motion passed by a majority vote on agenda item #4.*

5. (Discussion and Possible Action Item): Discussion and Possible action regarding Fire Chief Hiring process using Human Resource Strategies, Brenda Tranchina, for the recruitment & selection process.

*Chief Maloney discussed with the board that the current fee is \$16,000, and the last time that they had used Human Resource Strategies that it had only increased in price by \$2,000 and that was back in 2017/2018. He had also let the Board know that if they wanted to go to a national search, it would be an additional \$1,000. Human Resource Strategies does all the recruitment and selection process for the Board to make their final decision. A motion was made by Wayne Posey to hire Human Resource Strategies, Brenda Tranchina to find a new Fire Chief and to pay the additional \$1,000 for a national search, along with a second from Jeff Daniel.*

*There were no other comments or questions prior to voting.*

*Ayes: Daniel, Posy & Mihelich*

*Nays:*

*Absent: Rountree & McCormack*

*Abstain:*

*Chairman Daniel: Motion passed by a majority vote on agenda item #5.*



6. (Discussion and Possible Action Item): Discussion to amend the current pay scale for Chief Position as recommended to reflect the Parker IGA by Human Resource Strategies. *Discussions included the suggestions from Brenda Tranchina, Human Resource Strategies to include an extra incentive for being the Chief for Parker also. A motion was made by Wayne Posey to keep the current 15 merit scale but to end at \$122K at the highest level and that if the board wanted to add an additional incentive they could do so, but not change the pay scale to reflect the incentive for Parker, if necessary, along with a second from Jeff Daniel.*

*There were no comments or questions prior to voting.*

*Ayes: Daniel, Posy and Mihelich*

*Nays:*

*Absent: Rountree & McCormack*

*Abstain:*

*Chairman Daniel: Motion passed by a majority vote on agenda item #6.*

7. **Call to the Public.** Consideration and discussion of comments from the public. *Those wishing to address the Buckskin Fire District Board need not request permission in advance Pursuant to A.R.S. § 38-431.01(G), the Fire District Board is not permitted to discuss or take any action on items raised in the call to the public that is not specifically identified on the Agenda. However, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct that staff review the matter or ask that the matter be placed on a future agenda. Public input is limited to two (2) minutes per session unless a greater amount of time is approved by the Board. **The Fire District Board cannot discuss or take legal action on any issue raised during the Call to the Public that is not on the current Agenda, due to restrictions of the Open Meeting Law.***

*No public comments.*

8. (Action Item): Approval of Minutes submitted for the Open Meeting held on October 12, 2021.

*Motion made by Wayne Posey for the approval of Minutes for the meeting of 10/12/2021 as written, along with a second from John Mihelich.*

*There were no comments or questions prior to voting.*

*Ayes: Daniel, Posey, & Mihelich.*

*Nays:*

*Absent: Rountree & McCormack*

*Abstain:*

*Chairman Daniel: Motion passed by a majority vote on agenda item #8.*



9. (Action Item): Approval of Minutes submitted for the Open Meeting held on October 19<sup>th</sup>, 2021.

*Motion was made by Wayne Posey to approve the minutes held on October 19<sup>th</sup> with a few changes made regarding the details of the contract with Interim Chief Dennen, along with second from John Mihelich.*

*There were no comments or questions prior to voting.*

*Ayes: Daniel, Posey & Mihelich*

*Nays:*

*Absent: Rountree & McCormack*

*Abstain:*

*Chairman Daniel: Motion passed by a majority vote on agenda item #9.*

10. (Action Item): Discussion and Possible Action: Acceptance of monthly expense report 10/01/21 – 10/31/21. All transactions approved by Administrative Fire Chief; documentation for these expenses were reviewed and authorized by a minimum of two Fire Board Members whose signatures are on the warrants issued to vendor(s), as per Buckskin Fire District policy and procedures. *Wayne Posey inquired about \$27,330 that was deposited into the Apparatus fund, of which Chief Maloney explained that it came from the Health Insurance pool that the District is a member of and that the pool had done very well this year and it was a refund that we were not expecting and since the Capital reserve is under funded that is where we had deposited the funds. Mr. Posey stated that when money is deposited into any fund that is not the pension fund that it just goes away, of which Chief Maloney stated that all funds in any of the reserve funds must be board approved before they can be used.*

*A motion was made by Wayne Posy to approve the monthly financial reports and expense reports for 10/01/2021 -10/31/2021 and to move the \$27, 330 from the Apparatus fund into the Pension reserve fund, along with a second from John Mihelich.*

*There were no comments or questions prior to voting.*

*Ayes: Daniel, Posey, & Mihelich.*

*Nays:*

*Absent: Rountree & McCormack*

*Abstain:*

*Chairman Daniel: Motion passed by a majority vote on agenda item #10.*

11. (Action Item): Discussion and Possible Action signing of memo agreement between BFD & Interim Chief Pat Dennen. *A motion was made by Wayne Posey to approve the signing of the Memo Agreement between Chief Pat Dennen and Buckskin Fire District as a legal binding agreement as written as an At-will, non-benefited interim Chief, along with a second from John Mihelich.*



*There were no comments or questions prior to voting.*

*Ayes: Daniel, Posey, & Mihelich.*

*Nays:*

*Absent: Rountree & McCormack*

*Abstain:*

*Chairman Daniel: Motion passed by a majority vote on agenda item #10.*

12. (Report) Chairman's Report: Jeff Daniel.

*No report given.*

13. Fire Chief's Report: *See Attached Reports.*

- A. Summary of Incident Report/Activity Log
- B. Monthly Activities
- C. Upcoming Activities and Events

14. Ask Board Members for ***items to be considered for inclusion on next agenda.***

*Interim Chief Dennen requested a workshop for expectations from Fire Board and for the Fire Board*

15. **Schedule next Regular Session or Workshop.**

*Tuesday, December 7, 2021.*

16. Adjourn of Regular Board Meeting: 7:48 pm.

*Jeff Daniel*  
Jeff Daniel, Chairman

12/7/2021  
Date

Barbara Cole  
Office Administrator

11/18/2021  
Date

Minutes approved by: *[Signature]*

Date: 12/7/2021

Minutes approved by: *[Signature]*

Date: 12/7/2021