

**MINUTES OF REGULAR MEETING OF THE
RINCON VALLEY FIRE DISTRICT GOVERNING BOARD MEETING
VIRTUAL AND IN-PERSON MEETING
HELD May 20, 2021**

A public meeting of the Rincon Valley Fire District Governing Board was convened on **May 20, 2021 at 6:00 P.M.** as a Virtual Meeting and In-Person. **Meeting ID: meet.google.com/obn-kbhd-tdn. Join by phone: (US) +1 470-705-0523 PIN: 711 030 489#** Present at the meeting were the following members of the Rincon Valley Fire District Governing Board: Chairperson Michelle Harrington, Clerk Jennifer Spears, Member Kevin McKinley, Member Christopher Klasen and Member Matthew Messmer.

The following matters were discussed, considered and decided at the meeting:

1. Call to Order at 6:00 P.M. by Chairperson Harrington

A. Roll Call - Chairperson Michelle Harrington	present
Clerk Jennifer Spears	present
Member Chris Klasen	present
Member Kevin McKinley	present
Member Matt Messmer	present by virtual meeting

- Also attending – Fire Chief Jayme Kahle, Battalion Chief Jim Tucker, Community Relations Manager Fiona De Young, and Administrative Manager Laura Bucklin.

2. Pledge of Allegiance – Chairperson Harrington lead the pledge of allegiance.

3. Date of next meeting scheduled for June 17, 2021 at 6:00 P.M.

- Confirmed by all board members present.
- Schedule Study Session for June 17, 2021 at 5:00 P.M.
- Public Hearing for FY Budget 21/22 on June 17, 2021 during the regular board meeting.

4. Call to the Public

- Chief Kahle shared some thank you emails and notes from the public.

5. Consent Agenda

Approval of Consent Agenda – Motion by Clerk Spears, second by Member McKinley to approve all items on the Consent Agenda. Motion passed 4 to 0.

- Board Member Matthew Messmer in attendance virtually at 6:13 pm.

A. Approval of the Minutes of the April 15, 2021 Regular Board Meeting.

- B. Approval of Resolution #21-098 – Chris & Beth Foster Annexation (1491 N Vail View Rd.)
- C. Approval of Resolution #21-099 – Richard & Anita Smith Annexation (14901 E Colossal Cave Rd.)
- D. Approval of Resolution #21-100 – Nathan & Chelsea Johnson Annexation (362 N Slate Dr.)
- E. Approval of Resolution #21-101 – Lawrence & Diana Ray Annexation (13392 E Buffalo Dance Trail)
- F. Approval of Resolution #21-102 – Barry & Mary Richards Annexation (17650 E Mountain Canyon Rd.)
- G. Approval of Resolution #21-103 – Justin & Lorin Wells Annexation (2840 E Darlene Dr.)
- H. Approval of Resolution #21-104 – Clarence & Elizabeth Whittaker Annexation (3431 E Slippery Rock Dr.)

6. Reports and Correspondence

- A. **Fire Chief's Report** – Reviewed by the Board. Report on file.
 - Wildland Crew on assignment – General Insurance will cover cost of items from theft incident while on assignment.
 - Our checking account was compromised. Chief Kahle filed a report with the bank and with law enforcement. Closed old account, opened a new account, and made arrangements to notify all vendors, EMS providers, and payroll of new account information.
 - COVID-19- We have not had any employees contract COVID in April. We are in the process of opening up the stations to the public June 1, 2021.
 - Strategic Planning
 - Performance Status – We continue to improve our turnout times. We did notice a slight increase in total response times. Analysis showed that our calls are more spread out and down dirt roads when compared to last year.
 - Thoughts on Name Change – We held a general discussion about the pros/cons of changing the name of Rincon Valley Fire District.

Member Klasen had some questions regarding the PSPRS Unfunded liability. Chief Kahle described some options, such as possibly using the Fire Insurance Premium Tax Credit towards the fund next fiscal year, or budgeting a placeholder of approx. \$200,000 to fund in June of 2022. If so, RVFD should be 90% funded by Year 2024. This will cause the rates to decrease for employer contributions.

Member Klasen also asked about the Sleep Study for Firefighters. Chief Kahle stated we are participating for ways to improve firefighter's health. The rate of cardiac arrest is high for firefighters even though they are working out and performing annual physicals, sleep issues may be a factor. Member Mesmer stated that he is happy to hear that we are participating in the sleep study.

B. April's Financial Reports – Review, discussion and possible action, of the district's financial status including monthly summary reports.

- Monthly Financial Report for the month of April 2021.
- Monthly Expense Report for the month of April 2021.
- Monthly Bank Reconciliations and Balance Sheet for the month of April 2021.

-Motion by Clerk Spears, second by Member Klasen to approve the district's financial reports and expenses for the month of April 2021. Motion passed unanimously 5 to 0.

7. Unfinished Business

A. 2021-037(a) - Review, discussion and possible action concerning the FY 20/21 Annual Budget.

- Tentative budget for FY 21/22. For the fourth year, we are able to maintain the operating tax rate at \$2.7834. Bond rate lowers to .3415.
 - Overall Tax Rate of \$3.12 [\$0.03 decrease over last year.]
 - Personnel Investment - 6.5% Pay Increase
 - Funding for 3rd Station (temporary)
 - PSPRS funding
 - Safety Enhancements
 - Bond Refinance
 - Solid Capital Fund

Revenue/Expense Increase: \$683,300

- Tax +\$326,800
- Grants +\$274,000
- Ambulance +\$57,500

Average Taxpayer - \$719.55 - 3.17% increase over last year (\$22.09).

Combined Revenue Budget of \$6,616,700. General Fund is \$6,065,500. Bond Fund is \$541,200. Capital Fund is \$10,000.

- Motion by Member McKinley, second by Clerk Spears to adopt the Tentative FY 21/22 Budget. Motion passed unanimously 5 to 0.

B. 2021-046(a) – Review and discussion concerning issuance of general obligation refunding bonds to refinance our current bond debt.

- The board approved the bond refinancing resolution last week. Since then, staff and the Board chair have worked with our bond agency and our bond attorney to prepare the sale.

Significant events:

- Finalized the Preliminary Official Statement
- Achieved a Moody's Rating of A1. This places us in the Prime-1 lending area. A1 is considered upper-medium grade and low credit risk. Please see the attached email.
- Our bonds have successfully sold and we were able to meet our goals. We had hoped to get a \$318,052, however, we did slightly better by achieving a net present value savings to the taxpayers of \$319,065.
- The all in true interest cost is now 2.38% vs. the 5.68% we would have paid.
- Net present value savings of \$319,065.

Discussion only. No Action taken.

8. New Business

A. 2021-048 – Review, discussion and possible action to renew Prevention IGA with Northwest Fire District.

- This agreement has deemed to be beneficial to both Rincon Valley and Northwest Fire. The agreement allowed us to update our fire code, properly apply the fire code to new buildings, apply the fire code to new residential subdivisions, investigate fires, and inspect our existing occupancies. This agreement has been especially vital given the growth within our district. The new agreement reflects a 5% increase for a total of \$60,646.32. To date, we offset this cost by collecting \$20,465.03 in plan review. (Only \$11K last year).

-Motion by Clerk Spears, second by Member Klasen to renew the third amendment of the IGA for the fire marshal services with Northwest Fire District. Motion passed 5 to 0.

B. 2021-049 – Review discussion and possible action to award General Insurance Provider.

- Chief Kahle sought bids from the three known general insurance providers for fire agencies. Those three agencies are: Selective, VFIS, and ESIP. Bid prices were:

Selective	VFIS	SIP
\$38,244	\$39,400	\$45,886

Analysis of these three bids show that VFIS will provide the best value to the district. VFIS and ESIP essentially offer the same insurance coverage. However, VFIS is almost \$6,500 cheaper. Please see the attached comparison. The total cost is \$39,400.

-Motion by Chairperson Harrington, second by Clerk Spears to award our general insurance needs to VFIS. Motion passed 5 to 0.

C. 2021-050 - Review discussion and possible action to modify Policy #4-021 Earned Paid Sick Time.

- Our Human Resource Consultant, advised that we need to update our Earned Paid Sick Time policy. Two changes are being made - 1) Section V.A. now reflects how we provide sick time (40 hours at the beginning of the fiscal year); 2) Section V. F.4. provides that Arizona required language. This change has been reviewed by our Union leadership and they have no objections.

-Motion by Clerk Spears, second by Member McKinley to modify Policy #4-021, Earned Paid Sick Time. Motion passed 5 to 0.

D. 2021-051– Review discussion and possible action to eliminate Policy #4-022 Emergency Paid Sick Leave.

- We enacted this policy at the beginning of the pandemic in April of 2020 with an expiration date of July 1, 2020. However, in July of 2020, the virus was rapidly spreading so we renewed this policy until December 31, 2021. During that time there were a lot of unknowns and more importantly, there was no vaccine. Today, our schools are open, most businesses are open, and we now have a vaccine. On June 1, Chief Kahle is lowering our pandemic response from 2A to 1A (the lowest possible level). Over 70% of our folks have been vaccinated and we have all available PPE to safely respond. Our community has a vaccination rate of 31.04%, and the county wide infection rate is now less than 5%. Furthermore, Pima County COVID-19 Progress Report is now in the green in all categories except one. Therefore, this additional benefit is no longer needed. This change has been reviewed by our Union leadership and they have no objections.

-Motion by Clerk Spears, second by Member McKinley to eliminate Policy # 4-022 Emergency Paid Sick Leave effective 07/01/2021. Motion passed unanimously 5 to 0.

E. 2021-052 – Review discussion and possible action concerning safety enhancements to Station 291.

- About one year ago, the board asked Chief Kahle to look into ways to improve the safety of firefighters at Station 291 - since Station 291 does not have any air quality systems in place. [Please note that at the time Station 291 was built, no air quality controls were required and as such, the building still meets all code requirements.] Chief Kahle had originally thought that we should seek the HVAC Renovation, but we ran into one big problem - the current electrical service will not carry the additional load. As such, the bid came in at \$472,682. Chief Kahle worked with our architects to come up with an option list. Upon a careful review of these options, Chief Kahle believes that we can drastically improve firefighter safety by adding Ward Diesel Exhaust

systems to our three pre-2010 apparatus. The Northwest Fire study done by the U of A all showed that the TWA of diesel particulates were all below the recommended threshold of those stations with 2010 clean exhaust systems. (In fact, in one case the inside air was cleaner than outside air). We have three apparatus that do not have the clean system. \$35,000 for Ward Diesel Exhaust Systems. \$10,000 for miscellaneous door upgrades.

-Motion by Member Klasen, second by Clerk Spears to authorize the fire chief to install three Ward Diesel systems to not exceed \$35,000. Motion passed unanimously 5 to 0.

F. 2021-053 – Review, discussion and possible action to renew the Dispatch Services IGA with Northwest Fire District.

- Our dispatch agreement is administered by Northwest Fire District as part of SAFERC consortium. The consortium consists of all city and county fire agencies except Green Valley, Drexel and Corona de Tucson. Our new agreement has allowed us to leverage cutting edge technology, only employed by SAFER C, which allows us to provide high quality services to our public. For instance, the USDD G2 systems has reduced our turnout times while improving firefighter safety. This year, we get our second rate reduction. The new agreement reflects a 3.24% decrease for a total of \$52,782.10.

-Motion by Clerk Spears, second by Chairperson Harrington to renew amendment #2 of the IGA for dispatch services with Northwest Fire District. Motion passed 5 to 0.

- 9. ADJOURNMENT** - Motion by Clerk Spears, second by Chairperson Harrington to adjourn. Motion passed 5 to 0. Meeting adjourned at 6:45 p.m.

Dated this 24th day of May 2021.

Rincon Valley Fire District Governing Board



Chairperson Harrington



Clerk Spears



Member McKinley



Member Klasen

Member Messmer