

Haines Borough Fire Service Area #1 Regular Meeting 2/18/2013 at the Haines Borough Assembly Chambers- APPROVED Minutes

Order of Business

1. Meeting Called to Order: 7:00pm convened by Acting Chairman, Richard Buck
2. Roll Call: Acting Chairman, Acting Secretary, Director, Director, Fire Chief.
  - Richard Buck, Kathleen Fitzwilliam, J.R. Myers present, Alan Heinrich is in Texas (excused), Fire Chief Scott Bradford and Danny Gonce (public).
3. Adoption of Proposed Agenda:
  - Richard moved to approve the agenda, Kathleen seconded, all were in favor.
4. Reading and approval of the previous meeting minutes.
  - Minutes from previous meeting approved.
5. Director's Reports.
  - Richard reported that he attended the business meeting of the fire department and ambulance crew to introduce himself.
  - JR reports that he did research on the borough charter regarding the creation of the fire service area, and the fire department bylaws. He sent these items out to each board member as response to some of the questions raised last meeting regarding the fire service area boards purpose and goals.
6. Correspondence: HB Clerk regarding Directors terms of office.
  - JR was in correspondence with Michelle Webb regarding the term limits of board members. JR had a question regarding the list of all appointed board members in the history of the fire service board to clarify term limits, he is awaiting response.
  - JR requested a copy of the fire department bylaws from the Haines Borough Manager. He is awaiting response.
  - JR found a copy of the fire department bylaws from 2008 via google search.
7. Unfinished Business:
  - No unfinished business
8. New Business:
  - Discussion regarding the fire service area board's responsibility to set the tax rate for the fire service area.
  - Chief Bradford distributed to board members the budget for FY2014 including the past 4 years. Chief Bradford notes that March 1<sup>st</sup> the budget is due to the Manager for approval.
  - Richard requested additional information regarding the need for the mentioned camera, Chief Bradford expressed the importance with regard to training, and safety as for the need of the camera.
  - Chief Bradford expressed further explanation of other typical needed budgeted items on the presented budget including concerns regarding upcoming trainings, fire trucks meeting NFPA standards, and airpicks.
    - Chief Bradford expressed the concerns regarding Scott AirPacks 2004, they must be upgraded before July 1<sup>st</sup> of this year 2013 or the company will not maintain the packs any longer. It would cost approximately \$1500 per airpack totaling \$43,000 to upgrade the airpicks. He reports a total of 33 fire departments in the state who have these air packs, and this particular problem. The Fire Chiefs association requested the money from the state of AK to fund the upgrade needed.
    - Chief Bradford submitted a Capitol Improvement Plan (CIP) regarding this airpack budget, to the borough as a back up plan if the state doesn't approve this particular financing regarding the airpack dilemma.
  - Discussion brought up by Richard regarding the rewards for the Volunteer Fire Dept. Chief Bradford reported that most profit earned is spent on the VFD appreciation dinners. Volunteers receive \$4 per person per call that is given back to the VFD dinners. Discussion ensued regarding the need for raising this amount since it has not been changed in at least 27 years. Chief Bradford reported one benefit for the

VFD is medivac insurance for each member's whole family.

-Kathleen clarified the application of the CIP to the budget presented today to the board.

-Chief Bradford educated the board regarding the sinking fund and the CIP and how they relate to budgeting concerns.

-Discussion regarding the possible need for inflation to be factored into the budget. Chief Bradford spoke to the loss of federal funds that the borough has experienced.

-JR discussed the need to know the previous tax rate in the past so that the board can take appropriate action to recommend a set tax rate for the upcoming fiscal year.

-Chief Bradford requested that the board write a letter of support to the legislature regarding this particular funding issue for airpacks.

-A resolution was proposed for the board to write a letter to the assembly requesting a letter to the legislature from the assembly in support of the funding for airpacks to the 33 departments in need.

-JR motioned to approve the resolution, Kathleen Seconds, all in favor.

-JR proposed a resolution to adopt the agenda of this meeting as a formal format of agenda for this board for upcoming meetings. Kathleen seconds the resolution and a discussion ensued.

-Richard requested that public comment be moved to the top of the agenda so that the public could comment and then leave promptly if needed to encourage public participation.

-JR proposed a resolution to rotate chairmanship among members. Kathleen motioned, Richard seconded the motion, all were in favor.

-Rotating Secretary resolution was proposed by JR as well for purposes of the above motion. Secretarial duties will rotate as well so that no one chairing the meeting must act as secretary, and duties will rotate in a balanced fashion.

#### 9. Public Comment:

-No public comment

#### 10. Set Next Meeting Date, Time, Place, Chairman and Secretary.

-The next meeting was set for 1<sup>st</sup> Monday of the month, March 4<sup>th</sup> 7:00pm in the Haines Borough Assembly Chambers.

-Motion to adjourn was made by Richard Seconded by J.R.

#### 11. Adjournment: 8:00pm