



Note: These Minutes were approved by the Board on 2/15/17.

Sedona Fire District

2860 Southwest Drive, Sedona, Arizona 86336
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REGULAR BOARD MEETING

Station #1 – 2860 Southwest Drive – Sedona – Multipurpose Room
Wednesday, January 18, 2017 / 3:30 PM

~MINUTES~

I. CALL TO ORDER/ROLL CALL

Board Present: Ty Montgomery, Chairman; Corrie Cooperman, Clerk; Tim Ernster, Abe Koniarsky, Dave Soto – Members

Others Present: Fire Chief Kris Kazian; Assistant Chief Jeff Piechura; Division Chief Ed Mezulis, Deputy Fire Marshal Jon Davis; Finance Director Gabe Buldra - JVG; Human Resources Manager Betty Johnson; Battalion Chief Jayson Coil; Michael LaVallee, Stifel; Jay Parks, Walker & Armstrong; Ron Eland, *Red Rock News*; Captain Pat Ojeda; Firefighter Greg Eberlein; Tricia Greer, Recorder to the Board; Bill Whittington, Attorney

Board Chairman Ty Montgomery called the meeting to order at 3:30 PM.

II. EXECUTIVE SESSION

- A. **Vote to go into ARS §38-431.03(A)(3) Legal Advice; ARS 38-431.03(A)(4) Instructions to Attorney; and ARS 38-431.03(A)(7) Consideration of position and instruct Representatives re: Negotiations for Purchase, Sale or Lease of Real Property: Location, Placement, Construction Options, and Acquisition for stations and operational needs.**

Board Member Dave Soto moved to go into Executive Session pursuant to ARS §38-431.03(A)(3) for legal advice; ARS 38-431.03(A)(4) for instructions to Attorney; and ARS 38-431.03(A)(7) for consideration of position and instruct representatives regarding negotiations for purchase, sale or lease of real property and location, placement, construction options, and acquisition for stations and operational needs; Mr. Montgomery seconded and the motion unanimously passed.

- B. **Reconvene into Public Session – Discussion/Possible Action on above item.**

Mr. Montgomery reconvened the public session at 4:35 PM and led the Pledge of Allegiance. Division Chief Ed Mezulis asked everyone to honor the memory of the 9 Firefighters and 7 Police Officers across the nation who lost their lives in the line of duty since our last meeting.

Mr. Montgomery then addressed the Executive Session item and stated the district needs to make changes at Station 4. Chief Kazian commented as early as 2001, there were discussions and correspondence relating to the poor condition of Station 4, as well as the lack of functionality and fitting apparatus; it was built in the mid-1970s and added on to over the years; in 2007, a Citizens Advisory Committee prioritized capital needs for the district and at that time, it was placed as Priority #4; since then, Priorities #1 and #3 were accomplished, so it has moved up. The district continues repairing the station and asbestos removal over the years, and we are currently working on problems of structural integrity in the fitness room. Chief Kazian stated replacement is in order for Station 4. At the Board's direction, he has been working with an architect on a preliminary site plan to see if the current location is feasible. LEA Architects has produced drawings (handouts available). Due to the space constraints of the current site, the station would be two-story and a very tight fit on a small lot. He would like permission to continue investigation of feasibility options for the site; challenges are grade, utilities, a cell tower with outbuildings, and others; he will continue due diligence to get cost estimates to move forward.

Additionally, the site we currently have does not allow an office space for the Coconino County Sheriff – a historical obligation to use the site for a fire station, which leads the discussion to Station 5; this station in Oak Creek Canyon was also on the 2007 priority list as Priority #2. He said the district has a responsibility to find the

best solution for effective emergency response. Station 5 was built as a volunteer fire station and SFD occupies it through the Garland trust. This station needs to be more in line with today's practices. Mr. Ernster commented these deficiencies were identified at least 16 or 17 years ago and the community has continued to grow; he said these affect response times, so the health and safety of our public is at risk.

Chief Kazian stated the layout of Station 4 is 2-story and the ability to navigate through it at night with a steep flight of stairs and half-stairs up to the day room and kitchen present problems; the workout room is on wood and joist construction with serious weight-bearing concerns. Another safety issue is the "back-in" apparatus bay with trucks negotiating heavy tourist foot traffic. The preliminary site plan is a drive-through apparatus bay with a tight turning radius. Mrs. Cooperman wants LEA Architects to take a look at issues such as grading, cell tower, and other complications to be completely sure we can build on this site. Chief Kazian said the functionality of the site is not perfect, but with its constraints and engineering issues, may work well; we will continue to work with LEA on problems as we go forward. He pointed out the cost per square foot to do concrete work at the 9/11 Memorial was twice as much as similar concrete work at Station 6 from only a year before, so everyone should be aware of potential construction price increases. Mr. Montgomery said Chief Kazian was instructed in the Executive Session. Board consensus was to continue to move forward with conceptual planning.

III. BUDGET WORKSHOP: FISCAL YEAR 2017/2018.

A. Salute to the Flag of the United States of America and Moment of Silence to Honor all American Men and Women in Service to Our Country, Firefighters, and Police Officers.

This was done earlier in the meeting.

B. Fiscal Year 2017/2018 SFD Budget with General Obligation Bond Presentation.

Finance Director Gabe Buldra said the district still does not have all the budget numbers, but we wanted to begin discussions; ultimately, it is the Board's job to adopt an annual budget. He appreciates Board feedback on direction and ideas and will work with the Chief and budget section managers to build the budget. He then gave his budget presentation. Highlights are below and the entire PowerPoint is available on our website:

- By statute, the district is required to project a budget two years out.
- Original assumptions/projections for the budget have changed drastically because of recent information:
 - Last year's budget was adopted in June 2016 with a net Assessed Value (AV) of \$510,949,000 and the adopted budget included a mil rate of \$2.44; property taxes were broken up into just over \$3 Million from Coconino and \$9 Million from Yavapai County for a total tax levy of \$12,502,000; \$323,000 in FDAT revenues; and non-tax revenues of \$2.16 Million; projected carryover for offset to taxes was \$862,000.
 - Budget revenues are ahead by \$400,000 relative to the timing of our tax collection and wildland revenues.
 - Total expenses are under budget by \$916,000.
 - Original projections for the coming year's budget in April 2016: An increase in AV of 2% to \$521 Million, a projected tax rate of \$2.53 for a total of \$13,195,000; FDAT was projected to remain at \$323,000; non-levy revenues at \$2.2 Million; and carryover was projected at \$704,000.
 - We must plan in expenditures for not having a budget surplus, and although SFD has had budget surplus each year, he is looking at true expenses. SFD has elected to use the surplus to help reduce the tax levy.
 - Wages and benefits were at \$12.4 Million reflecting a PSPRS contribution rate of 25.1%; however, since the projections, PSPRS has determined our rate will increase. There is a projected Cost of Living Adjustment of .75%, although that is strictly a placeholder. It includes an increase to the Paramedic stipend of \$2.50 effective Jan. 1, 2018, and projected increases in healthcare of 15%; Workers Comp of 14%; and capital expenditure increases listed.
- Actual budget assumptions as of today:
 - AV figures will arrive in mid-February from counties. The ambulance general rate increase is on-going and we can anticipate an additional \$100,000 in ambulance revenues (depending on statutory changes).
 - The PSPRS rate will go to 34.85%, which is a 41% increase year over year; this means \$590,000 more than the projection; this is \$660,000 over what we are paying this year resulting in an impact to the tax rate. Chief Kazian pointed out this PSPRS increase is not solely for SFD, but for most agencies across the state due to legislative changes. Because of a court case (the Hall decision), public safety agencies must

pay out reimbursement to public safety employees and SFD's liability will be about \$1 Million. PSPRS says they will offset our PSPRS cost next year, but the problem is depending on how payouts are determined, we may have to pay it at the beginning of the year.

- Although Workers Comp was projected to increase 14%, we are now expecting a decrease, but with significant increases the following year.
- Due to our staff-initiated Trend Neutralizer program, Health insurance increase will only be about 7%.

Mr. Buldra then said Sedona Fire wants to insure our long term financial stability to citizens and employees. He believes we can help address some issues we are seeing throughout the state and country, such as a strong fund balance as recommended by the GFOA. He recommends about 20% of the budget in unrestricted funds, which help carry us through based on cash flows and allows us to absorb changes. Additionally, the potential of securing a bond to fund major capital expenses gives us more capacity. SFD's levy is increasing faster than the AV is growing. Mr. Buldra said based on Prop 117, it will take 10 years to get back to where we were previously. A bond would allow us to pay for capital projects over the span of its useful life.

In years past, the fund balance went from \$6.9 Million to \$3.6 Million using savings to balance the budget; in more recent years, we went from \$3.6 to \$4.3 to \$4.8 Million, but our budget is balanced in this fiscal year because \$800,000 of the fund balance. And we have stated that next year, \$700,000 would be used to balance our budget; and, if we do not hit that surplus amount, we will fully reduce our fund balance.

Mr. Buldra said this Board has said they want \$2 million of restricted funds as a fund balance, and then, that leaves an additional \$2 Million of unrestricted funds; if we were designating 20%, it would have been \$3 Million; he said through planning, we can get to the GFOA recommendation. Mrs. Cooperman said to have a higher percentage in unrestricted funds and Mr. Buldra's 20% recommendation as a standard make sense. Chief Kazian commented in the past, the GFOA's recommendation was 15%, and that was SFD policy, but due to constrictions, we then went to a \$2 Million cap; he said before we were quickly being reimbursed for wildland, the fund balance was reduced to a very small number, but now, quicker payments for wildland help; he said, essentially, there is \$4 Million in reserves including \$2 Million of Board contingency, which we put back in as we receive tax funds. Mr. Buldra pointed out he is not proposing to raise taxes to get the fund up to \$2 million, but other ways to get there. Mr. Ernster asked if he thought that was realistic with our current budget challenges to grow the fund balance without raising taxes. Mr. Buldra replied we must find ways to do it to assure stability and find balance.

Depending on the possibility of a bond, we must continue to develop a Capital Improvement Plan based on scheduled funding into a capital fund that pays out as replacements occur. Mr. Buldra then discussed the budget schedule and said the budget section managers will be requested to have their budget requests to Finance by February 24th; February through March, he will meet with section managers to discuss items and lay out priorities and also in that period of time, we will get the actual AV numbers from the counties. There will be no budget workshop in February, but by the March Board meeting, we will have an initial, proposed budget. On April 19th, we will have another Budget Workshop on any changes we receive and by the May meeting, have a Budget Workshop followed by the Public Budget Hearing in June.

Mr. Buldra then introduced Michael LaVallee from Stifel to give a General Obligation bond presentation. Stifel is a firm that represents almost every district in the State on bond elections and helped secure \$170 million of Arizona bonds since 2004. Mr. LaVallee said Stifel is headquartered in St. Louis, but he and his colleagues work out of Phoenix and focus on Arizona. Chief Kazian said the reason we have Stifel here today is we have identified large capital needs, expensive vehicle replacement, and have presented the fiscal constraints we are facing because of legislative actions; the AV will not recover in 10 to 15 years.

Highlights from his presentation follow, but the entire PowerPoint presentation is available on our website.

- General Obligation (GO) bonds are an I.O.U. – borrowing money with the promise to repay it over time. They are fixed rates locked in on the day funds are borrowed.
- Bonds are voter-approved and if we go for bond, Mr. LaVallee recommended the call of election be in June.

- Fire districts are not required to create a voter pamphlet, but it is an option to send one to every registered voter clearly stating the objectives; however, in his experience, it has not affected the outcome of an election. Some communities have voter forums where people can speak, and to advertise pro and con arguments.
- SFD will need to hire a bond attorney to draft legal language of the Resolution and work with architects or project management to come up with solid estimates for facilities factoring inflation for projects further out.
- Appoint a committee comprised of citizens, staff, and a Board Member to review the facts for the bond.
- The cost incurred with hiring professional consulting (such as Stifel) is covered in bond proceeds.
- The entire principal amount of construction can be paid from bonds and districts can pay off lease purchases. Mr. Buldra noted this is where we also gain some ability to address the fund balance without raising taxes.
- Fire districts have bonding capacity up to 6% of their AV, which for SFD would be in the range of \$30 to \$35 Million; Chief Kazian pointed out we would not be considering anywhere near that much, however.
- Bonds versus overrides were briefly discussed.
- Four different bond funding scenarios were presented.
- Intergenerational equity can be achieved through bonding because those taxpayers using the services are paying for them contemporaneously.

Chief Kazian said our main focus is to create a business plan for efficient and effective response for our district and that is why we must consider a bond. He said it will act as an insurance policy, in a way, as it is spread over a long period of time to give us assurance we will have access when we need to utilize those funds. Mr. Montgomery said he would like to see how a bond would potentially affect our tax rate and taxpayers. Mr. Ernster asked if there were any other financing options besides bonding; Mr. Buldra replied fire districts are allowed three ways – lease purchase, certificate of participation (which is a hybrid between lease purchase and bond that does not require voter approval), and a bond; the reason why staff is presenting the bond concept instead of others is they require us to rely on our tax rate which is limited to \$3.25 and depressed under Prop 117.

Chief Kazian said if the Board has an interest to explore bond options, he would like them to consider implementing a citizens’ advisory committee, and as it is not specifically agendaized, would require an emergency action; there is a time critical deadline for appointment so a committee could have a recommendation by the May Board meeting. He apologized for the oversight, but believes we should not wait until the February meeting.

Mrs. Cooperman said in making a decision, she wants to have a better feel for the amount of the bond. Mr. LaVallee feels it is important to have the citizens’ committee begin its evaluation. Chief Kazian said the intent of the committee is to offer insight; the 2007 citizens’ committee put together a list of priority capital projects, and now Stations 4 and 5 are our top 2 priorities along with Telecom issues and Station 1 refurbishment. Mr. Montgomery asked for a “ballpark” estimate of the bond amount and Chief Kazian responded \$15 Million. Mr. Ernster asked about the mechanisms the Board would use if we wanted to take emergency action. Chief Kazian said: declare the need for committee appointment; state the emergency need; and entertain a motion to establish the citizens’ committee to start meetings at the beginning of March. Mr. Ernster commented the citizens’ committee may have something to say about the amount of the bond, as well, and he feels it is time-critical. Chief Kazian said the committee would be comprised of about 5 to 7 citizens including 2 business members, a Board member, labor and management representatives, and staff for a total of about 10 to 12.

Mr. Montgomery entertained a motion to direct the Chief to establish a citizens’ advisory committee, which will be subject to Open Meeting Laws and other requirements; Mr. Ernster so moved; Mrs. Cooperman provided a second and the motion unanimously passed. Mr. Ernster asked if Chief Kazian would like any recommendations about potential committee members; Chief Kazian responded, yes, and he would appreciate any insight. Recorder to the Board Tricia Greer will post a notice within 24 hours stating the reason for an emergency agenda item.

IV. REGULAR BUSINESS MEETING

A. Consent Agenda – Discussion/Possible Action:

- 1. December 14, 2016 Regular Board Meeting Minutes.**
- 2. December 14, 2016 Executive Session Minutes.**

Mr. Montgomery moved to approve the Consent Agenda, as presented; Board Member Tim Ernster provided a second and the motion was unanimously approved.

B. Public Forum:

- 1. Public Comments.**
- 2. Executive Staff Response to Public Comments.**

No one requested to speak.

C. Business:

- 1. Discussion/Possible Action: 2016 SFD Financial Audit Presentation by Walker & Armstrong.**

Chief Kazian introduced Jay Parks with Walker & Armstrong to present the FY 2016 audit. Mr. Parks gave a PowerPoint presentation (available on-line) and distributed the audit documents. He said the 2016 audit went very well, and thanked Finance Specialist Pam Wester for her assistance in getting the audit done.

Mr. Parks said the financial statements are materially correct in accordance with the accounting rules the district is required to follow – Generally Accepted Accounting Principles. In terms of the audit process compared to prior years, the overall quality of the records is the best Mr. Parks has seen since beginning SFD audits. There are not a lot of changes in accounting pronouncements this year. The only GASB statement with an impact on the district was slight changes to disclosures related to investments. Also, in the report is the district's new participation in the Arizona State Retirement System. Mr. Parks said the overall financial health of the district is strong.

Mr. Montgomery moved to accept and approve the FY 2016 audit; Mr. Ernster seconded and the motion unanimously passed.

- 2. Financial Report and Updates – Finance Director Gabe Buldra.**

- a. Discussion/Possible Action: Review and Approval of December 2016 Finance Report.**

Mr. Buldra reviewed the December finance report and stated the tax levy revenue was \$1,006,031, budgeted for the month was \$1.2 Million. Non-levy revenue was at \$158,447 compared to budgeted \$180,463 related primarily to ambulance revenue timing. With the exception of managerial costs, we are at or under budget with total expenses for the month of December at \$1,043,966, which was under budget by \$276,000. He said we anticipate being under budget expenditures for the full fiscal year; capital contingency is at 13% and operational and managerial at 6%. Last year at this time, we were at \$5.6 Million and this year, at \$6.8 Million in cash. *Mr. Montgomery moved to approve the December 2016 Finance Report; Mrs. Cooperman seconded and the motion passed unanimously.*

- 3. Monthly Staff Report – Fire Chief Kris Kazian.**

- a. Incident Counts by Station.**
- b. Call Summary and Response Times Year to Date.**
- c. Rescue Incidents.**
- d. Community Risk Management Update.**
- e. SFD Training Report.**
- f. Donations to SFD.**
- g. Update of Grant Activity.**
- h. Update of Recent/Upcoming SFD Activities, Incidents, and Events.**
 - i. Cottonwood Public Safety Communications Center.**
 - ii. Workers Compensation Pool.**
 - iii. Firefighter Testing Status Update.**
 - iv. AFDA Conference Update.**
 - i. Correspondence/Thank You Letters to SFD.**

Chief Kazian reported:

- This is the end-of-year report and he noted we are 80 calls under last year.
- Arbinger organizational training began for all personnel; the Chief started executive coaching with Arbinger.
- There was a significant decline in interfacility transports.
- In 2015, our fire loss was under \$300,000, and in 2016, primarily due to one fire, it is \$4.3 Million.
- Average response time was 4-second increase with 100 more emergency calls; perhaps due to heavier traffic.
- There were 4 back country rescues in December compared to 5 last year.

- Several grant applications are pending.
- He noted former-Fire Marshal Gary Johnson's retirement and Deputy Fire Marshal Jon Davis is in transition to become the Fire Marshal on February 11th.
- Under Training, Firefighters Andrew Johnson and Kai Kincheloe completed task books.
- We responded to a golf cart fire resulting from charging a modified battery.
- Cottonwood Public Safety Communications Center – The City of Cottonwood has a new IT director named John Carter; he met with Chief Piechura and Bob Motz yesterday to discuss outstanding projects including the MDT deployment. Initial conversation leaned towards a costing structure to implement it under CAD; however, if we serve as the “alpha beta” MDT customer before other agencies come on, they may not charge SFD; the Cottonwood Police Chief is also aligning with that. As of July 1st, CAD and communications move from Police to IT with the exception of personnel management of the dispatch center; there is dialogue on partnering with their update CAD platform; this will get Cottonwood away from being the sole owner to more of a partner approach. Our IGA with the Center will expire in June and we are expecting to see draft terms soon. Mrs. Cooperman asked about the MDT project and Chief Piechura said it will be mid-June.
- Workers Compensation Pool was discussed at the recent AFDA Conference in Laughlin and Board Member Soto attended; it is still in the investigation phase, but AFDA is creating an entity under which the Risk Pool can function; Chief Kazian will serve as the secretary of the Special Districts Workers Compensation Pool.
- HR Manager Betty Johnson updated the Board on the Firefighter testing process for an eligibility list; SFD will have 40 candidates on February 16th and 17th for practical tests. Also, for the Telecom position update, we have had 55 resumes, but no one yet has met all minimum qualifications; applications are being reviewed as they come in by Chief Piechura and Mr. Motz. She reminded everyone of the SFD Annual Employee Awards Banquet on January 28th.
- 450 people attended the very informative AFDA conference.
- Chief Kazian served as Vice-President of Verde Valley Fire Chiefs Association for 5 years, and is now the President, Terry Keller is Vice President, Nazih Hazime is Treasurer, and Mike Kuykendall is the Secretary.
- On Valentine's Day, Sedona-Verde Valley Firefighter Charities are partnering with Mountain High Florist to have off-duty firefighters deliver flowers with a heart-healthy safety message. Mountain High will make a donation to our emergency relief fund to provide help to those affected by disasters.

D. Items from Staff:

1. Discussion/Possible Action: APS Utilities Easement Request.

Chief Kazian said this was brought before the Board last month without much information, but after a phone call from APS, he knows this is regarding a “blanket” easement on our Station 1 property from 1946; it allowed APS to lay a power line wherever they felt it most appropriate; APS is now updating these old easements. Chief Kazian recommends approving this easement request and APS will provide us an easement with new language. *Mr. Soto moved to approve this easement request dated December 2, 2017; Mrs. Cooperman seconded and the motion was unanimously passed.*

2. Discussion/Possible Action: Purchase Order #10686 in the amount of \$17,578.01 to Merit Technology Partners for Data Network Switching Equipment.

Assistant Chief Jeff Piechura said this item is to replace technology equipment which is no longer supported, and was through competitive bid; staff recommends the lowest bid from Merit Technology and this is a budgeted item. Chief Kazian said if this network switching equipment was purchased new, it would have a shocking price tag. Chief Piechura said Telecommunications Manager Bob Motz is a master deal maker and found this refurbished, but still supported and warranted equipment. Chief Kazian said this is another example of staff working hard every day to find the best value. *Mrs. Cooperman moved to approve Purchase Order #10686 in the amount of \$17,578.01 to Merit Technology Partners for data network switching equipment; Mr. Soto seconded and the motion was unanimously approved.*

3. Presentation: Utilization of SFD Unmanned Aircraft System.

Battalion Chief Jayson Coil and Firefighter Marc Howard gave a presentation on the use of SFD's Unmanned Aircraft System (UAS). Firefighter Howard has a military background and used some of his military education funds to become a helicopter pilot and now, is an authorized drone pilot who must conform to requirements for

legally operating the drone as a public safety entity. He is beginning to train other SFD personnel in operating the drone. Chief Coil showed a short video of some of the different applications SFD can utilize the drone; the drone SFD currently owns is very small and limited in its capacities to be used in search and rescue; however, we have opportunities to put it to very good use – in swiftwater, fire assessment, wildland, finding injured hikers, vehicles in remote locations, helicopter rescues, and more.

Chief Coil posted a video from the drone of a swiftwater rescue on our SFD Facebook page, which was picked up by many news agencies, to show the dangers of crossing flooded roadways. The drone can show rescuers potential dangers of which they should be aware. We have now posted 4 different videos on Facebook with safety messages, which have 375,686 hits.

Mr. Ernster asked if the plan was to have only 1 drone in the district; Chief Kazian said the drone we have is fairly basic, and is being used to evaluate a drone's effectiveness in our operation, but we believe we could benefit from a higher level system in the future. He said in the recent swiftwater rescue, they were able to see if debris was floating down towards the rescuers and help make good decisions accurately; it is a two-minute deployment from the box into the air. In the future, we could use it to carry AEDs to the wilderness, drop portable radios to patients to keep in contact, etc. Chief Kazian thanked Chief Coil and Firefighter Howard for their hard work and dedication to this program. It is a tool to be used as a life safety device. Firefighter Howard has UAS pilot license #1 in Arizona, and as there is a lot of aircraft around Sedona, we have to comply with the FAA and the airport. Chief Coil said will be providing information to Assistant Chief Jeff Piechura about the costs, impacts, and benefits.

4. Discussion/Possible Action: Serious Accident Investigation of Station 5 Fire-Final Report.

Chief Piechura said this Serious Accident Investigation report of the fire and injury at Station 5 was completed in the first week of January; it was reviewed by him and former-Fire Marshal Gary Johnson; the report addresses the chain of events and human error that caused the accident. The day after the accident, we inspected all barbecue grills in the district and incorporated plans for auto shut-off to fuel and creating standard operating procedures. Mr. Soto asked for an update of the injured Captain. Chief Kazian said he started light duty this week and will serve as our accreditation manager as we begin that process; the Captain worked on accreditation issues years ago and is excited to begin. Human Resources Manager Betty Johnson said Captain Matt Fleece is feeling much better and in good spirits, but still has many upcoming medical appointments.

E. Items from Board Members:

1. Update: Shared Services Committee – Dave Soto.

Mr. Soto said as of the last Board meeting, there have been no scheduled shared services committee meetings, but Verde Valley Fire Chiefs have met. Chief Kazian said there is continued dialogue by the Chiefs to talk about shared services, when to have another meeting, or to disband the committee. He said shared services are valuable and noted the proposed Workers Comp Pool and EMS billing for Mayer Fire are good examples.

F. FIRE MARSHAL'S SAFETY MESSAGE

Deputy Fire Marshal Jon Davis said every January and July he does a walk-through of his house to test the smoke detectors and fire extinguishers; he encouraged everyone to do so; he said it is recommended now that smoke detectors be replaced after 10 years and the date of manufacture is stamped on the back of detectors. Board Member Abe Koniarsky asked about smoke detectors hooked up to an alarm system; Mr. Davis said sensors still wear out on those and should be replaced. He advised taking that type of detector off the wall and to the hardware store to make sure the new one has the same connectors.

G. ADJOURNMENT

The meeting was adjourned at 7:46 PM.

Original signed by Ty Montgomery

Ty Montgomery, Chairman of the Board

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