

ARIZONA CITY FIRE DISTRICT
REGULAR SESSION MINUTES

December 10, 2018

1. Call to Order

Board Chairman Tim McCain called the meeting to order at 5:00 P.M. at the District's Fire Station, located at 14022 S Sunland Gin Rd., Arizona City, AZ.

2. Pledge of Allegiance

Board Chairman Tim McCain led all in the Pledge of Allegiance.

3. Roll Call/Quorum

Board Chairman Tim McCain confirmed that all Board Members were present. A quorum was established.

Board members present included Board Chairman Tim McCain, Board Clerk Dean Craun, Betty Harding, Steve Ross and Randy Wittenburg.

Also present was Fire Chief Jeffrey Heaton.

4. Welcome to Guests

Board Chairman Tim McCain welcomed members of the Fire District and guests to the meeting.

Guests included: Maria Vasquez and Hazel Corbin.

5. Fire Chief's Report

The Fire Chief reviewed his activities for the month of November, including the Apparatus repairs and maintenance on Engine 566 and Engines 568. His report is attached and made part of these minutes.

6. Staff Reports

The Fire Chief reviewed the EMS/Fire calls and response times for the month of November.

7. Correspondence

Several Christmas cards were received during the month of November for the holiday season.

8. Consent Agenda (All items under the consent agenda may be approved under one motion unless one of the Governing Board Members pulls an item(s) for further discussion).

After discussion and consideration, Board Member Randy Wittenburg made a motion to approve the Consent Agenda; seconded by Board Member Steve Ross, motion passed unanimously. The following items were approved with the consent agenda:

1. Approval of Written minutes of November 13, 2018, on Arizona City Fire District website.
2. Approval of Financial Documents: 11/1/18 through 11/30/18
(Account Balances as of 11/30/2018)
3. General fund: **\$ 479,193.27**
4. Capital outlay fund, buildings: **\$829.55**
5. Capital outlay fund, communications: **\$187.98**
6. Capital outlay fund, fire hydrants: **\$54.11**
7. Capital outlay fund, apparatus & vehicles: **\$297.95**
8. Capital outlay fund, firefighting equipment: **\$178.92**

9. Call to the Public

No one asked to speak during the Public Session.

10. Old Business

1. **2018/2019 Elected Board Members Oaths (Board Chairman Tim McCain)**

Board Chairman Tim McCain and Board Member Steve Ross both completed their Oath of Office with Fire Chief Jeffrey Heaton during the meeting.

2. **Fire Chief Jeffrey Heaton's performance review (Board Chairman Tim McCain)**

Board Chairman Tim McCain lead a discussion and handed out performance evaluation forms to each Board Member for Fire Chief Jeffrey Heaton. Each Board Member is to complete the evaluation forms for the Fire Chief before the January 14, 2019 Board Meeting. Fire Chief Jeffrey Heaton also provided additional information for this review. Board Chairman Tim McCain reminded all Board Members to keep all documents related to Fire Chief Jeffrey Heaton's performance review confidential.

11. New Business

1. **NONE.**

12. Next Meeting Dates

The next regular Business Meeting is scheduled for January 14, 2019.

13. Agenda Items for next meeting

Any items for the agenda should be submitted to the Fire Chief by January 7, 2019.

14. Adjournment

At 17:21 PM, Board Member Steve Ross made a motion to adjourn the meeting. A second was made by Board Member Betty Harding. Motion approved unanimously.

12/13/18
Date Approved

Dean Crum
Board Clerk