

ARIZONA CITY FIRE DISTRICT

REGULAR SESSION MINUTES

March 11, 2019

1. Call to Order

Board Clerk Dean Craun called the meeting to order at 5:01 P.M. at the District's Fire Station, located at 14022 S Sunland Gin Rd., Arizona City, AZ.

2. Pledge of Allegiance

Board Clerk Dean Craun led all in the Pledge of Allegiance.

3. Roll Call/Quorum

Board Clerk Dean Craun confirmed that all Board Members were present except Board Chairman Tim McCain. A quorum was established with (4) members.

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

Also present was Fire Chief Jeffrey Heaton.

4. Welcome to Guests

Board Clerk Dean Craun welcomed members of the Fire District and guests to the meeting.

Guests included: Frank McLaughlin, Maria Vazquez and Hazel Corbin.

5. Fire Chief's Report

The Fire Chief reviewed his activities for the month of February 2019, including the repairs to Engine 566 and Engine 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 February 2019.

7. Correspondence

Two thank you cards were received during the month of February 2019 for services rendered.

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 Steve Ross made a motion to approve the Consent Agenda; seconded by Board Member Betty Harding, motion passed unanimously. The following items were approved with the consent agenda:

1. Approval of Written minutes of February 11, 2019, on Arizona City Fire District website.
2. Approval of Financial Documents: 2/1/19 through 2/28/19
(Account Balances as of 2/28/2019)
3. General fund: **\$ 212,641.69**
4. Capital outlay fund, buildings: **\$833.42**
5. Capital outlay fund, communications: **\$188.94**
6. Capital outlay fund, fire hydrants: **\$54.37**
7. Capital outlay fund, apparatus & vehicles: **\$299.34**
8. Capital outlay fund, firefighting equipment: **\$179.79**

9. Call to the Public

No call for public comment were received.

10. Old Business

1. **Fire Chief Jeffrey Heaton's Contract (Board Chairman Tim McCain)**
2. **Fire Chief Jeffrey Heaton's 2019 Salary (Board Chairman Tim McCain)**

Both of the Old Business Items 1 & 2, were moved to after New Business so Saunders Financial Services could call into the Fire Board Meeting at 5:20 PM to present to the Fire Board.

After the New Business Items 1 & 2, and for both Old Business Items 1 & 2, Board Clerk Dean Craun asked Fire Chief Jeffrey Heaton if he had been given at least 24-hour notice that the Fire Chiefs contract and salary would be discussed at the meeting. Fire Chief Jeffrey Heaton stated that he did. Board Clerk Dean Craun then asked Fire Chief Jeffrey Heaton if he had been given the option of having the contract review and salary discussion in public or executive session. Fire Chief Jeffrey Heaton stated that he did. Board Clerk Dean Craun then asked Fire Chief Jeffrey Heaton if he wanted the contract review and salary discussion in public or executive session. Fire Chief Jeffrey Heaton stated that he wanted the contract review and salary discussion in executive session.

Board Clerk Dean Craun asked for a motion to go into executive session. Board Member Steve Ross made a motion to go into executive session. A second was made by Board Member Betty Harding, motion passed unanimously. The Arizona City Fire District entered into executive session at 5:39 PM.

At 6:08 PM, Board Member Steve Ross made a motion to exit executive session. A second was made by Board Member Randy Wittenburg, motion passed unanimously. The Arizona City Fire District entered back into general session at 6:08 PM.

Board Member Steve Ross mad a motion to table Old Business Items 1 & 2 to the following month when Board Chairman Tim McCain returns. A second was made by Board Member Randy Wittenburg, motion passed unanimously.

11. New Business

1. Annual financial review AZCFD by Saunders Financial Services (Board Chairman Tim McCain)

Saunders Financial Services called into the meeting at 5:20 PM. Jim Saunders made a presentation to the board regarding the completed financial audit. No financial deficiencies were noted during the audit and the Fire District finance practices all meet financial guidelines.

Board Member Steve Ross mad a motion to accept the Saunders Financial Services report. A second was made by Board Member Betty Harding, motion passed unanimously.

2. 2019/2020 Annual budget discussion (Fire Chief Jeffrey Heaton)

Fire Chief Jeffrey Heaton distributed potential options for the 2019/2020 proposed Fire District budget. Each Board Member is to review the data for the April Fire Board Meeting.

12. Next Meeting Dates

The next regular Business Meeting is scheduled for April 8, 2019.

13. Agenda Items for next meeting

Any items for the agenda should be submitted to the Fire Chief by April 1, 2019.

14. Adjournment

At 6:12 PM, Board Member Randy Wittenburg made a motion to adjourn the meeting. A second was made by Board Member Steve Ross. Motion approved unanimously.

3/13/19
Date Approved

Dean Crown
Board Clerk