

ARIZONA CITY FIRE DISTRICT

REGULAR SESSION MINUTES

May 11, 2020

1. Call to Order

Board Chairman Tim McCain called the meeting to order at 5:00 P.M. via the telephone due to the COVID-19 and social distancing issues in America.

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 (4) Board Members were present. A quorum was established with (4) members.

Board members present included Board Chairman Tim McCain and Board Members Dewayne Hill. The following Board members were present telephonically: Board Clerk Dean Craun and Randy Wittenburg.

Also present in person was AZCFD Fire Chief Jeffrey Heaton.

4. Welcome to Guests

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

Guest included: Maria Vazquez and Randy Johnson.

5. Fire Chief's Report

The Fire Chief reviewed his activities for the month of April 2020, including updates for COVID-19. 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 April 2020.

7. Correspondence

One letter was received thanking the Fire District for their service from the Bigelow Family during the month of April 2020.

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 Dewayne Hill, motion passed unanimously. The following items were approved with the consent agenda:

1. Approval of written minutes of April 13, 2020, on Arizona City Fire District website.
2. Approval of Financial Documents: 4/1/20 through 4/30/20
(Account Balances as of 4/30/2020)
3. General fund: **\$ 233,280.60**
4. Capital outlay fund, buildings: **\$ 851.35**
5. Capital outlay fund, communications: **\$ 192.92**
6. Capital outlay fund, fire hydrants: **\$ 55.43**
7. Capital outlay fund, apparatus & vehicles: **\$305.75**
8. Capital outlay fund, firefighting equipment: **\$ 183.53**

9. Call to the Public

NONE.

10. Old Business.

1. 2020/2021 Proposed Annual budget/ Discussion (Fire Chief Jeffrey Heaton)

Fire Chief Jeffrey Heaton reviewed the proposed 2020/2021 Annual Budget that was handed out during the April Board Meeting. After discussion and consideration, Board Member Dewayne Hill made a motion to approve the proposed 2020/2021 Annual Budget; seconded by Board Member Randy Wittenburg, motion passed unanimously. The proposed 2020/2021 Annual Budget will be posted for the public to review.

11. New Business

1. Discussion and Possible Action re: replacement of Board Member (Board Chairman Tim McCain)

Board Chairman Tim McCain led the discussion regarding the April resignation letter from Board Member Steve Ross. Our next step is to open up the recruiting for a replacement Board Member. After discussion and consideration, Board Clerk Dean Craun made a motion to open up the recruiting for a replacement Board Member; seconded by Board Member Dewayne Hill, motion passed unanimously. Fire Chief Jeffrey Heaton will handle the recruitment process as performed in the past.

2. Discussion and Possible Action re: Signing of Intergovernmental Agreement for Nov. 3, 2020 Election (Fire Chief Jeffrey Heaton)

Fire Chief Jeffrey Heaton led the discussion that the Fire District needed to sign an Intergovernmental Agreement (IGA) with the Pinal County Elections Department to process our

November elections for our (3) open Board Member positions. After discussion and consideration, Board Member Randy Wittenburg made a motion to sign the IGA with the Pinal County Elections Department; seconded by Board Member Dewayne Hill, motion passed unanimously.

3. Discussion and Possible Action re: Grants for the District (Fire Chief Jeffrey Heaton)

Fire Chief Jeffrey Heaton led the discussion that the Fire District needed to make a motion to allow the Fire District to apply for grants with outside agencies for fiscal years 2019/2020 and 2020/2021. After discussion and consideration, Board Member Dewayne Hill made a motion to allow the Fire District to apply for grants with outside agencies for fiscal years 2019/2020 and 2020/2021.; seconded by Board Clerk Dean Craun, motion passed unanimously.

4. COVID-19 update (Fire Chief Jeffrey Heaton)

Fire Chief Jeffrey Heaton informed the Fire District board that the District was participating on daily/weekly/ monthly update calls with the Pinal County Office of Emergency Service, Governor's Office, AFCA, AFDA, DEMA and FEMA for updates. All updates are shared with the staff.

12. Next Meeting Dates

The next regular Business Meeting is scheduled for June 8, 2020.

13. Agenda Items for next meeting

Any items for the agenda should be submitted to the Fire Chief by June 1, 2020.

14. Adjournment

At 5:20 PM, Board Clerk Dean Craun made a motion to adjourn the meeting. A second was made by Board Member Randy Wittenburg. Motion approved unanimously.

5/12/2020

Date Approved

Dean Craun

Board Clerk