

ARIZONA CITY FIRE DISTRICT

REGULAR SESSION MINUTES

May 11, 2021

1. Call to Order

Board Chairman Tim McCain called the meeting to order at 6:00 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 (5) Board Members were present. A quorum was established with (5) members.

Board members present included Board Chairman Tim McCain, Board Clerk Dean Craun, Board Members Randy Wittenburg, Dewayne Hill and Randy Johnson.

AZCFD Fire Chief Jeffrey Heaton was also present.

4. Welcome to Guests

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

Guest included: Melissa St. Aude, Captain Ernie Lopez and Hazel Corbin.

5. Fire Chief's Report

The Fire Chief reviewed his activities for the month of April 2021, annual hose testing. 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 2021.

7. Correspondence

One card was received during the month from Dick Myers family thanking the Fire District for the celebration of Life for retired Fire Chief Dick Myers.

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 Dewayne Hill made a motion to approve the Consent Agenda; seconded by Board Member Randy Johnson, motion passed unanimously. The following items were approved with the consent agenda:

1. Approval of written minutes of April 13, 2021, on Arizona City Fire District website.

2. Approval of Financial Documents: 4/1/21 through 4/30/21
(Account Balances as of 4/30/2021)
3. General fund: **\$ 247,047.51**
4. Capital outlay fund, buildings: **\$ 857.92**
5. Capital outlay fund, communications: **\$ 194.37**
6. Capital outlay fund, fire hydrants: **\$ 55.75**
7. Capital outlay fund, apparatus & vehicles: **\$308.11**
8. Capital outlay fund, firefighting equipment: **\$ 184.92**

9. Call to the Public

NONE.

10. Old Business.

1. SAFER/ AFG Grant Update (Fire Chief Jeffrey Heaton).

Fire Chief Jeffrey Heaton provided the Board another update concerning the grants received during the 2020/2021 fiscal year. The federal FEMA Grants are still being processed and updates have not been received regarding the grants. The first announcement concerning the FEMA Grants will be May 24th.

11. New Business

a. 1. Resolution for Pinal County Political Subdivisions Closing Fiscal Year-End Accounting Records Resolutions to be approved (Board Chairman Tim McCain):

1. Investment Resolution - Authorizing the Treasurer to invest and re-invest ACFD surplus funds for the fiscal year.
2. Warrant Resolution - Appointing a representative to provide warrant information to our office.
3. Warrant Signature Resolution - Naming the person or persons authorized to sign warrants for the fiscal year. Please include an original sample of the signatures with the resolution. This resolution is required of those districts authorized by Arizona Statute to issue their own warrants.
4. Fund Transfer Resolution - Naming the person or persons authorized to request our office to wire funds from your account on behalf of the district.
5. List of outside bank accounts – The Treasurer’s office should be aware of any outside bank account maintained by the District.

6. Verification of Agency Users/Contacts - Please verify users for Treasurer Agency Service website and notify us if changes need to be implemented.

Board Chairman Tim McCain led the discussion on the above listed Resolutions for Pinal County Political Subdivisions Closing Fiscal Year. After discussion and consideration, Board Member Randy Wittenburg made a motion to approve the Resolutions; seconded by Board Member Dewayne Hill, motion passed unanimously.

b. 1. Budget Review for 2021/2022 Financials (Board Chairman Tim McCain/ Fire Chief Jeffrey Heaton).

Board Chairman Tim McCain and Fire Chief Jeffrey Heaton led the discussion on the 2021/2022 Financial Budget. After discussion and consideration, Board Member Randy Johnson made a motion to approve the draft 2021/2022 Financial Budget; seconded by Board Member Dewayne Hill, motion passed unanimously.

c. 1. 2020/2021 Fiscal Year Financial Audit by Saunders Company (Board Chairman Tim McCain/ Fire Chief Jeffrey Heaton)

Fire Chief Jeffrey Heaton informed the Board that ACFD had just received today via email the electronic draft copy of the audit from the Saunders Company for fiscal year 2020/2021. The Board will have the finalized 2020/2021 fiscal audit for the June Board Meeting.

EXECUTIVE SESSIONS

1.The Arizona City Fire District Board of Directors may go into executive session for the purpose of discussion or consultation with the District's Attorney, the attorney retained by the District's insurance provider and designated representatives of the District, any of which may appear in person or by telephone, regarding the lawsuit filed by Hazel Corbin, to receive legal advice concerning the same and provide direction on how to proceed, pursuant to A.R.S. §38-431.03(A)(3) and (A)(4).

2.The Arizona City Fire District Board of Directors may go into executive session for the purpose of discussion or consultation with the District's Attorney, the attorney retained by the District's insurance provider and designated representatives of the District, any of which may

appear in person or by telephone, regarding the complaint filed by Hazel Corbin with the Arizona Division of Occupational Safety and Health, to receive legal advice concerning the same and provide direction on how to proceed, pursuant to A.R.S. §38-431.03(A)(3) and (A)(4).

Board Chairman Tim McCain read the above Executive Session agenda items, Board Member Randy Wittenburg made a motion to go into Executive Session; seconded by Board Member Randy Johnson, motion passed unanimously.

The Arizona City Fire District Board went into Executive Session at 6:33 PM.

At 6:45 PM, the Arizona City Fire District Board adjourned from Executive Session. Board Member Dewayne Hill made a motion to come out of Executive Session; seconded by Board Member Randy Johnson, motion passed unanimously.

12. Next Meeting Dates

The next regular Business Meeting is scheduled for June 8, 2021 at 6:00 p.m.

13. Agenda Items for next meeting

Any items for the Agenda should be submitted to the Fire Chief by June 1, 2021.

14. Adjournment

At 6:48 PM, Board Chairman Tim McCain made a motion to adjourn the meeting. A second was made by Board Clerk Dean Craun. Motion approved unanimously.

5/13/21

Date Approved

Dean Craun

Board Clerk