

ARIZONA CITY FIRE DISTRICT
REGULAR SESSION MINUTES

November 20, 2023

1. Call to Order

Board Clerk Allen Rogers called the meeting to order at 6:00 P.M.

2. Pledge of Allegiance

Board Clerk Allen Rogers led all in the Pledge of Allegiance.

3. Roll Call/Quorum

Board Clerk Allen Rogers confirmed that (3) Board Members were present. A quorum was established with (3) members.

Board members present included, Board Clerk Allen Rogers, Board Members Dewayne Hill and Ken Davis.

AZCFD Fire Chief Jeffrey Heaton was also present.

Board Clerk Allen Rogers then stated that he and Fire Chief Heaton had received an email from AZCFD Attorney Denis Fitzgibbons. The email stated that Board Chairman Dean Craun and Board Member Randy Wittenburg had resigned their positions on the AZCFD Board effective immediately. AZCFD Attorney Denis Fitzgibbons attached the (2) letters of resignation to the email. Board Clerk Allen Rogers showed the other members of the AZCFD Board the (2) letters of resignation.

4. Welcome to Guests

Over 100 citizens signed in for the meeting.

5. Fire Chief's Report

AZCFD Fire Chief Jeffrey Heaton reviewed the AZCFD activities for the month of October 2023. The report is attached and made part of these Minutes.

6. Staff Reports

AZCFD Fire Chief Jeffrey Heaton reviewed the EMS/Fire calls and response times for the month of October 2023.

After hearing both the Fire Chief's and Staff Reports, Board Member Ken Davis made a motion to approve the Fire Chief's and Staff Reports; seconded by Board Member Dewayne Hill, motion passed unanimously.

7. Correspondence

Several thank you cards were received during the month for services given.

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 then made a motion to approve the Consent Agenda; seconded by Board Member Ken Davis, the motion passed unanimously. The following items were approved with the consent agenda:

1. Approval of the written minutes from October 10, 2023
2. Approval of Financial Documents: 10/1/23 through 10/31/23
(Account Balances as of 10/31/2023)
3. General fund: **\$ 625,510.66**
4. Capital outlay fund, buildings: **\$ 885.10**
5. Capital outlay fund, communications: **\$ 199.79**
6. Capital outlay fund, fire hydrants: **\$ 56.97**
7. Capital outlay fund, apparatus & vehicles: **\$317.44**
8. Capital outlay fund, firefighting equipment: **\$ 189.89**

9. **Call to the Public**

Over 10 people spoke at this time.

10. **Old Business.**

- a. **Discussion and Possible Action re: Replacement for CPA Firm; Saunders (Fire Chief Jeffrey Heaton)**

Fire Chief Heaton gave the board another update on the search for a new CPA Firm. Several vendors have asked for additional items to quote the bid. We are awaiting responses back from the CPA firms we reached out to.

- b. **Executive Session: Pursuant to A.R.S. Section 38-431.03(A)(3)(4), the Arizona City Fire District Board may go into executive session to seek legal advice and direction regarding the potential financial and legal liability concerning the District.**

This item was cancelled at the AZCFD Boards request.

- c. **Discussion and Possible Action. The Board may vote on whether to retain a third party independent investigator to review the actions of the Board and the Fire Chief as it relates to the Fire Chief's Employment Contract, Personnel Policies and Procedures, and District Expenditures.**

After discussion and consideration, Board Member Dewayne Hill made a motion to retain a third party investigator. No second was made so the motion died for the lack of a second.

11. New Business

a. Community Service Events (Fire Chief Jeffrey Heaton)

Fire Chief Jeffrey Heaton gave the Fire Board another update of all of the events that the Fire District currently has scheduled for the next 30 days. The Halloween Trunk-O-Treat Celebration was attended by over 3000 children.

12. Next Meeting Dates

The next regular Business Meeting is scheduled for December 12, 2023 at 6:00 p.m.

13. Agenda Items for next meeting

Any items for the Agenda should be submitted to the Fire Chief by December 5, 2023.

14. Adjournment

At 6:52 PM, Board Member Ken Davis made a motion to adjourn the meeting. A second was made by Board Member Dewayne Hill. Motion approved unanimously.

Date Approved

Board Clerk Allen Rogers