

Mormon Lake Fire District Board Meeting

August 11, 2020 @ 1:00 PM at the Mormon Lake Fire Station

Posted at the Post Office, Fire Station, and Website
At Least 24 Hours prior to the Fire Board Meeting

Agenda

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the Fire Board and the general public that the Board will hold a meeting open to the public **Tuesday, August 11, 2020, AT 1:00PM** at the Fire Station, 1067 Mormon Lake Road, Mormon Lake, Arizona.

With regard to any item listed in this Agenda below, the Board may, by motion, recess into executive session for discussion or consultation for legal advice with the attorney or attorneys of the public body in accordance with A.R.S. §38-431.03(A) (3).

The Board may change the order of the agenda at the time of convening the meeting or at any time during the meeting. The Presiding Officer may call on members of the public to speak on any item posted on the agenda. One or more members of the Board may attend either in person or by telephone, video or internet conferencing.

The Board may discuss, consider, approve, or take action on the following matters:

1. **Call to order** *Diane Lewis Called Meeting to Order at 1:02PM*
2. **Roll Call** – Chairperson Lewis, Clerk Wiese, Member Lockett, Member Haupricht. Member Nahass *ALL Members Present and Accounted For; Chief Western was also present; Community Members present were Ellen Parish, Steve Linck, JJ Tuttle, and Mike Morganthal*
3. **Call to the Public** - *In accordance with A.R.S. 38-431.0 1(H), A public body may make an open call to the public during a public meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the public body. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.*
4. **Approval of Minutes**
 - A. July 14, 2020 Meeting Minutes- *Motion Made by Mary Lockett to approve the minutes; Second by Diane Lewis; ALL Members voted AYE; Motion PASSED*
5. **Finance**
 - A. July Financial Report- *Chief Western took a moment to discuss the numbers on the Financial Report and the Capital Fund vs. Capital Fund, he further explained the breakdown on the numbers from the County Treasurer's report; Mary Wiese asked about the line item for warrants, we had only budgeted for \$215 but had spent \$257; Chief Western explained that the Warrants were ordered under the budget from FY20 but the check did not get cut until July so technically it falls under the past FY; Motion Made by Mary Wiese to approve the Financial Report; Second by Patrick Nahass; ALL Members voted AYE; Motion PASSED*
6. **Reports & Correspondence**
 - A. Department Report- *Chief Western highlighted a few things from his report; Thanking the community for assisting with the remodel, specifically Jeff Haupricht, Ronnie Norton; Showed off the sheet covers that were ordered; Discussed the Fire in Double Cabin Area; Discussed the applications that were turned in for the reserve program. Coffee with the Chief went well with some positive feedback.*
 - B. Correspondence- *IRS tax bill; Spoke with Robyn at Highlands, Robyn checked with Stephens and Company; apparently the bill was paid two days late; not sure what the*

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ramifications are; Mary Lockett and Diane Lewis explained this is a courtesy notice; AZ DES paperwork for unemployment claims for two individuals; Our department does not pay each month; we just pay the claim without recourse; Travelers Insurance Workers Comp Company is completely paid for the year; but the majority of the payment was made in last FY; We received an Audit Form; Motion to accept both department report and Correspondence Made by Patrick Nahass; Second by Jeff Haupricht; ALL Members voted AYE; Motion PASSED

7. Topics of Discussion and Possible Action

- A. Emergency Reporting Incident Software upgrade
 - a. *Chief Western discussed the need for the Software upgrade to the Phone App and our EMS reporting Software; He explained the way it works currently and how the mapping becomes a problem; He discussed the financial impact and that we would ultimately save \$50 per year;*
 - b. *Motion made by Patrick Nahass to move forward with Software upgrades; Second by Diane Lewis; ALL Members voted AYE; Motion PASSED*
- B. Firefighter Appreciation Dinner
 - a. *Chief Western discussed the Firefighter Appreciation Dinner will be held on September 18th at 6PM and utilize this over the Annual Christmas Party; Instead of giving Stipend Money, we would provide volunteers with a usable gift; Lodge will provide food and the gifts would come from the correct budget item.*
- C. Budget Money Review
 - a. *Chief Western provided a handout of Last years Budget numbers that were not spent and this year's budget; our Budget for this year requires us to move \$15,000 into the Capital Budget; We could leave the line items from FY20 and roll them over to FY21, moving money from the Station Remodel Line Item of \$48,000;*
 - b. *Motion made by Mary Wiese to transfer \$15,000 from General Fund to Capital Fund; Second by Diane Lewis; Mary Lockett stated that we could move more into the Capital Fund; Chief Western stated that in FY 20 we were going to move \$10,000 but unable to find where this actually happened; Mary Weise revised her Motion to move \$25,000 into Capital Fund; Second by Diane Lewis; ALL Members voted AYE; Motion PASSED*
- D. Consideration to reconvene in Executive Session to discuss, retroactive Pension Payment for Chief Western in accordance with A.R.S. §38-431.03(A) (1) Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that, with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee or employee with written notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee or employee to determine whether the discussion or consideration should occur at a public meeting.
 - a. *Chief Western stated he was good with staying in Public Session;*
 - b. *Diane Lewis researched emails provided to the Chairperson; Discussion took place regarding the percentage and date; emails between Chief and Chairperson showed payment would be made in a one time payment retro for the first 6 months; then paid monthly after that; Diane Lewis provided some numbers at 8%, based on budget information for the past years and came up with a total of*

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\$7754.

- c. *Motion made by Diane Lewis to pay Chief Western Retroactive Retirement pay in the amount of \$7754 to date of hire as the Assistant Chief; Second by Mary Lockett; ALL Members voted AYE; Motion PASSED*

E. Review Fire Chief Calendar

- a. *Events coming up; Chiefs Meetings are Online, Trainings are Online; There is an event by Chelsea Evinger and Craft Fair is coming up September 5th. Community Fun and Safety Day on 26th of September.*

F. Review Fire Board Task Calendar; identify potential items for next month's agenda.

- a. *No Items listed for the Task Calendar*
- b. *Motion Made by Patrick Nahass to approve both calendars; Second by Diane Lewis; ALL Members voted AYE; Motion PASSED*

8. Fire Board Comments - Board member's comments are meant to inform and clarify, and no legal action will be taken. Only Board members may speak.

9. Adjournment

- a. *Motion Made by Mary Lockett to Adjourn; Second by Diane Lewis; ALL Members voted AYE; Motion PASSED*
- b. *ADJORNED 2:20PM*

In compliance with the American with Disabilities Act, if you need special assistance to participate in a meeting, please contact Chief Western at (928) 354-2231. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to assure accessibility to the meeting.