

# Mormon Lake Fire District Board Meeting

## July 14, 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, July 14, 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 1:05PM by D. Lewis**
2. **Roll Call** – Chairperson Lewis- Present, Clerk Wiese- Present, Member Lockett- Present, Member Haupricht- Present. Member Nahass- Running Late.
  - a. **Also in Attendance-** Chief Western, Bill Whalen, Mike Morganthal, Chris, Ellen, Anna and Emma Parish
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. June 09, 2020 Meeting Minutes- Motion made by Jeff Haupricht to accept the meeting minutes; Second by Mary Lockett; All members present voted AYE- Motion Passed
5. **Finance**
  - A. June Financial Report
    - a. Diane Lewis asked about the Transfer to Capital Fund of \$15,000, and when does that take place- Chief Western explained the process based on his conversation with Robyn Wilson from Highlands Fire District. There is about \$40,000 left from FY 20; We must transfer the \$15,000 within 60 days and will be placed on the August Agenda- The rest of the money can be left in the current Line Item,
    - b. Motion Made by Jeff Haupricht to accept the financial report; Second by Mary Wiese; All Members Present voted AYE- Motion Passed
6. **Reports & Correspondence**
  - A. Department Report
    - a. Chief Western provided his report, explained his new format of the Department Report, members like the new format; He also explained he purchased new uniforms with new polo's. VFA Grant was awarded and we have picked up the equipment.
    - b. Patrick Nahass arrived at 1:15 PM

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- c. *Mary Wiese talked with a supplier and there are some grants available to small rural departments- Chief Western will be looking into some other grants and Mary Wiese will send information regarding the grant she is referring to.*
- d. *We have some training opportunities available coming up*

### **B. Correspondence**

- a. *Grant Correspondence*
- b. *Tall Pines Water Department- Chief Western asked about abstaining from voting for the water department board members; His opinion is to abstain from voting.*
- c. *Motion was made by Mary Wiese to approve the Reports and Correspondence; Second made by Patrick Nahass; All Members voted AYE- Motion Passed*
- d. *Motion made by Mary Lockett to abstain from voting on the Tall Pines Water Department Board; Second made by Mary Wiese; All Members voted AYE- Motion Passed.*

## **7. Topics of Discussion and Possible Action**

### **A. Coconino County Attorney Agreement**

- a. *Discussion regarding the paperwork; no changes noted from years past; Our Board needs Resolution for Agreement; Resolution will be signed over the next few days. Motion made Diane Lewis to Resolve to utilize the contract provided by Coconino County Attorney Office; Second by Jeff Haupricht; All Members voted AYE; Motion Passed*

### **B. Board Meeting Dates and Times for 2021**

- a. *Motion made by Mary Weise that we move the June, July and August Meetings to Saturday; No Second provided*
- b. *Bill Whalen raised a point of order; Diane Lewis, stated yes we need to get back on the specific topic; Chief Western retrieved the paperwork regarding Calendar Year 2021 meeting dates.*
- c. *Discussion regarding the call volume, needs to meet with business personnel such as the County attorney; and possibly a time change for the Saturday meetings.*
- d. *Motion made by Mary Wiese to accept the calendar provided by Chief Western for the Calendar Year 2021 meeting schedule, with the exception that the June meeting also be changes to a Saturday; Second by Diane Lewis;*
- e. *Discussion on the need for Transparency and the purpose of the meeting being business; Bill Whalen spoke in favor in the amended motion for the two Saturday's Diane Lewis stated the need to provide the public opportunities;*
- f. *Mary Lockett, and Jeff Haupricht Voted NO; Wiese, Nahass and Lewis Voted AYE; Motion Passed*

### **C. Retroactive Pension Contributions for Chief Western**

- a. *Motion made by Mary Wiese to place this item on the August Agenda for more formal documentation; Second made by Diane Lewis;*
- b. *Diane Lewis asked what type of documentation; Mary Wiese explained the need to research the percentage of payments for the budget provided; Need to fix the ratified budget; Chief Schulte had written 8% but the previous budgets support 5%; Also does it go back to the date of hire; Jeff Haupricht mentioned that he was just looking at the past Budget Year; Bill Whalen asked about resolutions needed to move money to the Capital Reserve; Mary Lockett responded that yes*

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*they did. Need to decide on the percentage and what budget numbers. Patrick Nahass asked if we could provide the various percentages and the budget numbers*

*c. All members voted AYE; Motion Passed*

### D. Reserve Hiring Process

*a. Chief Western provided a handout for the Reserve Recruitment flyer, that would be sent out. He explained the minimum qualification and the reasons behind them. Discussed how the current Certified EMT's will be listed as reserves. He discussed the preferred qualifications, including HAZ-MAT; He discussed the WIN/WIN process for the individuals. He discussed the desire to hire up to 12. He also discussed how the program will work to cover the district. Mary Lockett asked about the disqualifications listed and as to where they were located. Chief Western explained that it is standard for this position, also stated that to be EMT certified, this would be checked. Patrick Nahass made a motion to approve the recruitment form; Second made by Diane Lewis; All Members voted AYE; Motion Passed*

### E. Fire Chief/ Department Calendar

*a. Chief Western discussed the calendar and the fact that the US Census personnel will be here at the Station on August 1<sup>st</sup> so that individuals can sign up. There is not a lot going on except the Coffee with the Chief and the purpose of that meeting. All other meetings are ZOOM Meetings. Trainings have been online. We will post the Quorum requirement for Coffee with the Chief. Also discussed the timeframe for cancelling the election. Diane Lewis made a motion to accept the calendar as written with the change of the time for Coffee with the Chief; Second made by Mary Wiese; All Members voted AYE; Motion Passed*

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

*a. Diane Lew stated the need to put Pension Payment, Chief Western mentioned the need for the decision to move money into the Capital Fund and Election Cancellation on the next meeting. Mary Lockett inquired as to the cost of an election which is \$2 per vote cast and \$50 to cancel an election.*

*G. Motion made by Mary Lockett to adjourn the meeting; Second made by Jeff Haupricht; All Members voted AYE; Motion Passed **MEETING ADJORNED at 2:15 PM***

**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

**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.**