

**ARIZONA CITY FIRE DISTRICT  
REGULAR SESSION MINUTES**

**December 18, 2017**

**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 all Board Members were present and a quorum was established.

Board members present included Board Chairman Tim McCain, Board Clerk Dean Craun, Board Members Betty Harding, Steve Ross and Randy Wittenburg.

Also present: Fire Chief Jeffrey Heaton and attorney Thomas Benavidez.

**4. Welcome to Guests**

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

Guests included: .

**5. Fire Chief's Report**

The Fire Chief reviewed his activities for the month of November, including new certifications, recruiting, contract vendor negotiations, ongoing equipment testing, dispatching issues. His report is attached and made a part of these minutes.

**6. Staff Reports**

The Fire Chief reviewed the EMS/Fire calls and response times for the month of November.

**7. Correspondence**

Multiple correspondence was received during the month of November and December. Many were Christmas cards.

**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 Steve Ross, motion passed unanimously. The following items were approved with the consent agenda:

1. Approval of Written minutes of November 13, 2017 on Arizona City Fire District website.
2. Approval of Financial Documents: 11/1/17 through 11/30/17  
**(Account Balances as of 11/30/2017)**
3. General fund: **\$157,630.24**
4. Capital outlay fund, buildings: **\$170,179.62**
5. Capital outlay fund, communications: **\$25,606.53**
6. Capital outlay fund, fire hydrants: **\$53.41**
7. Capital outlay fund, apparatus & vehicles: **\$1,282.24**
8. Capital outlay fund, firefighting equipment: **\$1,164.82**

## **9. Call to the Public**

Three members of the audience spoke to the Board on various topics. They included: Jim Works, Jeff Williams and William Bailey.

Jim Works spoke about holiday activities for the Fire District.

Jeff Williams gave appreciation and thanks to the Fire District for support with his career.

William Bailey gave everyone holiday greetings and wished everyone the best. He suggested that everyone try to forgive the people with whom they are at odds.

## **10. Old Business**

**1. Discussion and possible action re: Executive (closed) session, pursuant to A.R.S. 38-431.03(A)(1), (3) & (4), to review and discuss the outside consultant's findings regarding the employment of Christina Reyes, Jeffrey Williams and Fire Chief Jeff Heaton; and for legal advice, consultation and direction to the District's attorney concerning employment-related claims made against the District; and following the executive session, the Board may take action in public session, which might include directing staff to address issues concerning the employment of Ms. Reyes, Mr. Williams and Chief Heaton. (Board Chairman Tim McCain)**

Pertaining to this item, the Board voted to go into executive session for legal advice only. Board Chairman McCain made the motion to go into executive session for legal advice, seconded by Board Member Steve Ross, motion passed unanimously. The Board entered executive session at 6:22 PM.

The Board returned from executive session at 6:48 PM, and invited members of the public to come back into the meeting room. Board Member Steve Ross made the motion to come out of executive session, seconded by Board Member Betty Harding, motion passed unanimously.

The Board re-convened regular session at 6:48 PM.

Board Chairman Tim McCain made the motion to have our Attorney allow Ms. Reyes and her Attorney to review the consultant's report, and for Fire Chief Heaton to allow Jeffrey Williams to review the same report. Second was made by Board Clerk Craun, motion passed unanimously.

**2. Discussion and possible action re: 2018 AFDA Conference. Laughlin, NV. (Fire Chief Jeffrey Heaton)** [Note: the Board moved this item up on the agenda so that it followed the call to the public.]

Fire Chief Jeffrey Heaton informed everyone again that the 2018 AFDA Winter Conference will be in Laughlin, NV., January 11-13, 2018. Fire Chief Jeffrey Heaton let everyone know that required training class attendees must have their badges scanned at the conference.

## **11. New Business**

**1. Discussion and possible action re: County Resolution Affecting Treasurer Financial Transactions, new board members added as signors to District accounts (Board Chairman Tim McCain)** [Note: The Board moved this item up on the agenda to follow the discussion regarding the AFDA Conference.]

Board Chairman Tim McCain reminded all Board Members that they would have to re-sign banking (financial transactions) and county documents since the election of Board Member Randy Wittenburg.

**2. Discussion and possible action re: Vote of Confidence – Fire Chief. (Tim McCain)**

Board Chairman Tim McCain asked the Board to take a vote of confidence for the Fire Chief. Board Chairman Tim McCain asked for an individual vote from each Board Member asking each Board Member to speak if they wished.

Board Member Randy Wittenburg stated the Fire Chief definitely had his vote of confidence for a job well done. Board Member Randy Wittenburg voted in favor of confidence for the Fire Chief.

Board Member Steve Ross echoed and seconded what Board Member Randy Wittenburg said. Board Member Steve Ross voted in favor of confidence for the Fire Chief.

Board Member Betty Harding stated that the Fire Chief had her vote of confidence. Board Member Betty Harding voted in favor of confidence for the Fire Chief.

Board Clerk Dean Craun made comments that the Fire Chief has done a great job handling the District since taking over. He stated that since the Fire Chief has taken over, the Fire District has not missed any calls, and that this is a great achievement. Member Dean Craun voted in favor of confidence for the Fire Chief.

Board Chairman Tim McCain made comments about the improved performance, not missing any calls, and that the Fire Chief was doing a great job. Board Chairman Tim McCain voted in favor of confidence for the Fire Chief.

**12. Next Meeting Dates**

The next regular Business Meeting is scheduled for January 8, 2017.

**13. Agenda Items for next meeting**

Any items for the agenda should be submitted to the Fire Chief by December 26, 2017.

**14. Adjournment**

At 6:53 PM, Board Member Steve Ross made a motion to adjourn the meeting. A second was made by Board Member Randy Wittenburg. Motion approved unanimously.

12/21/2017

Date Approved

Dean Craun

Board Clerk