

**ARIZONA CITY FIRE DISTRICT
REGULAR SESSION MINUTES**

March 12, 2018

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.

4. Welcome to Guests

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

Guests included: Jim Works, Bill Bailey, Keith Durham, Terry Durham, Bev Polmanteer, Christina Reyes and Miguel Reyes.

5. Fire Chief's Report

The Fire Chief reviewed his activities for the month of February, including support for Arizona City Daze. 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 February.

7. Correspondence

No correspondences were received during the month.

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 Betty Harding 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 February 12, 2018, on Arizona City Fire District website. The Board will also approve the confidential executive [closed] session minutes from the meeting.
2. Approval of Financial Documents: 2/1/18 through 2/28/18
(Account Balances as of 2/28/2018)
3. General fund: **\$15,017.32**
4. Capital outlay fund, buildings: **\$82,458.56**
5. Capital outlay fund, communications: **\$1,717.87**
6. Capital outlay fund, fire hydrants: **\$53.55**
7. Capital outlay fund, apparatus & vehicles: **\$1,286.64**
8. Capital outlay fund, firefighting equipment: **\$1,168.90**

9. Call to the Public

No one requested to speak.

10. Old Business

1. **Saunders Audit. (Fire Chief Jeffrey Heaton) - There will be a presentation of the District's full annual audit, as required by A.R.S. 48-253 and 48-805.02. It concerns review of all of the District's accounts, revenues and expenditures for fiscal year 2017.**

Jim Saunders called in at 18:10 to review the 2017 Financial Audit for the Fire Board. The audit did not identify any financial concerns and stated that the Fire District is within compliance. The Fire District is in good financial shape and has good management oversight.

After discussion and consideration, Board Member Steve Ross made a motion to approve the 2017 financial audit; seconded by Board Member Randy Wittenburg, motion passed unanimously.

2. **Approval of revised regular and executive session meeting minutes from the Board's meeting of November 16, 2016. The Board might go into executive session, pursuant to A.R.S. 38-431.03 (A) (2), (3) & (4), for legal advice from its attorney and to review confidential records on this item.**

The Fire Board reviewed the changes to the November 16, 2016 regular and executive session minutes. The Fire Board did not go into executive session. After discussion and consideration, Board Member Betty Harding made a motion to approve the changes to the November 16, 2016 regular and executive session minutes; seconded by Board Member Steve Ross, motion passed unanimously.

11. New Business

1. Changing of future regular Board Meeting time. (Board Chairman Tim McCain)

Board Chairman Tim McCain commented that he would like to see a change to the times of the Board Meetings from the evenings to during the business day to allow our vendors and business partners to attend. Many have stated that attending meetings outside of the normal business day times was a challenge for them. Fire Chief Jeffrey Heaton stated that this is a trend happening with Fire Districts to allow business partners to attend. Board Member Randy Wittenburg stated he liked the current time of the meetings. Board Member Steve Ross said he would like more time to review. Board Member Betty Harding stated she would like more time to review as well. Board Clerk Dean Craun stated he was open. This item will be pushed forward to the April 9, 2018 agenda.

2. Special Presentation for the Arizona City Golf Course (Fire Chief Jeffrey Heaton)

Fire Chief Jeffrey Heaton presented a plaque to the Arizona City Golf Course for their support with "Operation Christmas Dinner 2017" for the seniors of Arizona City. Scott Waddle and Chris Oliver accepted the award for Arizona City Golf Course.

3. Special Presentation for the First Baptist Church of Arizona City Playground Committee (Fire Chief Jeffrey Heaton)

Fire Chief Jeffrey Heaton presented a certificate to the First Baptist Church of Arizona City for their playground project. The Fire District and the Fire District Association both donated a check for \$2,000 to their project fund. Pastor Keith Durham and Bev Polmateere accepted the certificate for the First Baptist Church of Arizona City.

4. Special Presentation (Retirement Member). (Fire Chief Jeffrey Heaton)

Fire Chief Jeffrey Heaton presented a retirement award to Board Member Randy Wittenburg. Board Member Randy Wittenburg worked for the Fire District as a member for 34 years. Board Member Randy Wittenburg received a plaque for his years of service. Cake and coffee was served after the board meeting for the celebration.

12. Next Meeting Dates

The next regular Business Meeting is scheduled for April 9, 2018.

13. Agenda Items for next meeting

Any items for the agenda should be submitted to the Fire Chief by April 2, 2018.

14. Adjournment

At 18:40 PM, Board Member Steve Ross made a motion to adjourn the meeting. A second was made by Board Clerk Dean Craun. Motion approved unanimously.

3/13/18
Date Approved

Dean Craun
Board Clerk