

**ARIZONA CITY FIRE DISTRICT**  
**REGULAR SESSION MINUTES**

**May 10, 2022**

**1. Call to Order**

Board Chairman Tim McCain called the meeting to order at 6:00 P.M.

**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 (5) Board Members were present in person or via the phone. A quorum was established with (5) members.

Board members present included Board Chairman Tim McCain, Board Clerk Dean Craun, Randy Johnson and Randy Wittenburg. Board Member Dewayne Hill attended via the telephone.

AZCFD Fire Chief Jeffrey Heaton was also present.

**4. Welcome to Guests**

No guests were present during the meeting.

**5. Fire Chief's Report**

The Fire Chief reviewed his activities for the month of April 2022. 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 April 2022.

**7. Correspondence**

Several correspondences 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 Randy Johnson made a motion to approve the Consent Agenda; seconded by Board Member Randy Wittenburg, motion passed unanimously. The following items were approved with the consent agenda:

1. Approval of written minutes of April 12, 2022, on Arizona City Fire District website.
2. Approval of Financial Documents: 4/1/22 through 4/30/22

**(Account Balances as of 4/30/2022)**

3. General fund: **\$ 352,609.72**
4. Capital outlay fund, buildings: **\$ 861.19**
5. Capital outlay fund, communications: **\$ 194.83**
6. Capital outlay fund, fire hydrants: **\$ 55.76**
7. Capital outlay fund, apparatus & vehicles: **\$309.08**
8. Capital outlay fund, firefighting equipment: **\$ 185.30**

**9. Call to the Public**

- a. **NONE.**

**10. Old Business.**

- a. **2022/2023 ACFD Budget Preparation (Board Chairman Tim McCain/ Fire Chief Jeffrey Heaton).**

Board Chairman Tim McCain and Fire Chief Jeffrey Heaton led the discussion with the Board for the 2022/2023 ACFD Preliminary Budget. Fire Chief Jeffrey Heaton led the discussion on each line item of the 2022/2023 ACFD Preliminary Proposed Budget. After discussion and consideration, Board Member Randy Johnson made a motion to approve the 2022/2023 ACFD Preliminary Proposed Budget; seconded by Board Member Randy Wittenburg, motion passed unanimously. The 2022/2023 ACFD Preliminary Proposed Budget will be posted on the ACFD website, Arizona City Post Office Bulletin Board and the ACFD Public Bulletin Board.

- b. **2022 Board Member Election (McCain/ Johnson) (Board Chairman Tim McCain/ Fire Chief Jeffrey Heaton).**

Fire Chief Jeffrey Heaton informed the Board that the (2) incumbent Board Member Position open for re-election have all completed their paperwork and necessary forms.

**11. New Business**

- a. **Board Member Tim McCain's Resignation; Moving out of District (Board Chairman Tim McCain).**

Board Chairman Tim McCain informed the Board that he would be resigning due to moving out of the Fire District. After discussion and consideration, Board Member Randy Johnson made a motion to accept Board Chairman Tim McCain resignation; seconded by Board Clerk Dean Craun, motion passed unanimously.

**b. Open Board Member Posting (Board Chairman Tim McCain).**

Fire Chief Jeffrey Heaton informed the Board that the newly vacated Board Member Position would need to be posted for re-filling. After discussion and consideration, Board Member Randy Wittenburg made a motion to post the vacate Board Member Position for (10) days and then hold a special meeting to interview candidates; seconded by Board Member Randy Johnson, motion passed unanimously.

**12. Next Meeting Dates**

The next regular Business Meeting is scheduled for June 14, 2022 at 6:00 p.m.

**13. Agenda Items for next meeting**

Any items for the Agenda should be submitted to the Fire Chief by June 7, 2022.

**14. Adjournment**

At 6:34 PM, Board Member Randy Johnson made a motion to adjourn the meeting. A second was made by Board Member Randy Wittenburg. Motion approved unanimously.

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Date Approved

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Board Clerk