

MINUTES, ARIVACA FIRE DISTRICT

January 18, 2019

The Arivaca Fire District Governing Board met in Regular session Friday, January 18, 2019 at the Arivaca Fire District Station, 16091 West Universal Ranch Road, Arivaca, Arizona for a regular board meeting.

1. CALL TO ORDER/ROLL CALL

Tangye Beckham called the meeting to order 9:01 AM

ROLL CALL OF BOARD MEMBERS

Present: Tangye Beckham
Justin Gibson
Mark Wiley
Absent: Shannon Bloom
Beth Lusby

2. REGULAR BUSINESS MEETING

A. PLEDGE OF ALLEGIANCE – MOMENT OF SILENCE

All present joined in.

B. Consent Agenda – Discussion/Possible action on approving the minutes from the following meetings

1. December 14, 2018 – Regular Board Meeting

Justin made a motion to approve the regular board meeting minutes of December 14, 2018 and Mark seconded. Tangye called for a vote; motion carried 3-0.

2. CALL TO THE PUBLIC

Patti commented that in each board members folder was the final annual review for fiscal year 2017-2018.

3. BUSINESS

A. Fire Chiefs Report for January, 2019

Chief Austin gave oral and written report.

Tangye asked if the wildland engine boss was Al Kingsley.

Chief Austin replied yes.

Tangye asked how the discuss on training went with Elephant Head.

Chief Austin replied they were still discussion.

Tangye asked if it was in preliminary states.

Chief Austin replied yes.

Tangye asked if there were firefighters on the fire.

Chief Austin commented yes.

B. Fire Board Chairperson Report – Chair person, Shannon Bloom, absent at meeting; therefore, this has been tabled until she returns at the next meeting. Tangye commented she did not have a report.

- C. Discussion/Possible Action/Review and approval of December 2018 Financial Report, banking statements, check registers, balance statements, warrant account; confirm all board members received and reviewed all financial data.

Justin, Mark and Tangye all commented that they had received and reviewed the reports.

- D. Cash flow presented by Chief Larry Austin up to January 15, 2019

Tangye asked about the increase in subscriptions.
Patti commented it was primarily Santa Rita Ranch.

Tangye asked about the cancelled Omar's check.
Patti commented that was on the agenda.

Justin asked about the budget vs. actual on the taxes.
Patti commented it was hard to estimate the monthly tax income.
Justin asked what the taxes were.
Patti commented it was real estate taxes, personal property taxes and fire district assistant tax.
Justin commented that we should be able to estimate closer than 60%.
Patti commented that it means we are over what was estimated.
Patti commented the budget was for this fiscal year. The budget is the proposed budget for the current fiscal year.
Mark commented that he does believe some of the stuff is getting cleaned up as far as foreclosures go.

Tangye made a motion to approve the cash flow. Mark seconded.

4. COMMITTEE MEETINGS – REPORTS ONLY NO DISCUSSION

- A. Report from Finance Committee – No Report.
- B. Report from Pension Board – Chief Austin commented that at the end of the year, December 31, 2018, the amount in the account was \$4,767.36.

Patti commented the pension fund was from the Fire Marshall and our board elected to use it for hardships. The pension board is separate from this board. People on the board include Richard Goodsell, Chief Austin and Beth Lusby.

- C. Report from Fire Wise Committee – No Report

5. OLD BUSINESS

- A. Public Discussion/possible motion/action on updating the board policy manual. At the December 14, 2018 meeting only, Section XII regarding meetings was updated.

Tangye made a motion to table this until the next board meeting so all board members could be present and Mark seconded. Tangye called for a vote. Motion carried 3-0.

6. NEW BUSINESS

- A. Public Discussion/possible motion/action on updating the 5-year Strategic Plan. The board will decide if they want to update the plan or appoint a committee to review the plan and submit their suggestions to the board for approval or further consideration.

Tangye made a motion to form a committee to review and possibly update it. Mark seconded. Tangye called for a vote, motion carried 3-0.

Tangye appointed Chief Austin and herself to the committee. She tabled appointing additional members till the next board meeting as she wanted to ask people prior to appointing them.

B. Public Discussion/possible motion/action on Cash flow loan. Beth Lusby and Mark Wiley met with Omar Rood to discuss paying off the cash flow loan this year. The board will discuss/possible motion/action on approving Omar's suggestion on paying off the loan this year.

Patti commented that Mark and Beth met with Omar. Omar asked them to cancel the yearly payment made in March of 2018 and issue a check for \$20,000 to cover the March 2018 and the 2019 payment. Omar also made a donation at that meeting. Omar commented that he would like to have two payments this year, each for \$50,000 which would then pay off the loan. Omar commented that with each payment he would make a donation.

Justin asked if this would be together.

Patti commented it would be two times over the year.

Tangye asked what would happen to the loan should something happen to Omar.

Patti stated that Omar commented that he had informed his executor that the loan would be taken care of.

Mark made a motion to approve the loan payoff as discussed with Omar and Tangye seconded. Tangye called for a vote and motion carried 3-0.

C. Public Discussion/possible motion/action on bill pay. With the cost of stamps going up the board will discuss on line banking/bill pay.

Patti commented that she had discussed with Mark, treasurer, bill pay. Bill pay will not cost the district anything. She would send Mark an email every Sunday with a list of the bills and he would reply approving the bills. Patti commented that when a bill comes in, she gets Chief Austin to approve the bill, then she writes the check and then she gets Mark to come in and sign the checks. With bill pay once she got an email back from Mark, she would pay the bill on bill pay. This will save Patti from having to track down Mark to have him come in and sign checks.

Tangye made a motion to approve bill pay and Justin seconded. Tangye called for a vote and motion carried 3-0.

D. Public Discussion/possible motion/action on AFDA conference.

Tangye commented the conference was going on and this would be tabled until next month when Shannon is at the meeting to give a report.

E. Public Discussion/possible motion/action on adopting Fire SOG's. The board will discuss Fire Standard Operation Guidelines submitted by Chief Austin. The SOG's are for fire only, not EMS.

Mark made a motion to table this until the next meeting. Tangye seconded. Tangye called for a vote, motion carried 3-0.

8. CALL TO PUBLIC

9. ADJOURMENT

Tangye made a motion to adjourn the meeting. Mark seconded.

She commented that she would not be available for the meeting on February 15, 2019.

Mark commented he may not be available on that date and Justin commented he would not be available for that meeting. Tangye stated the next meeting would be February 22, 2019.

Tangye revised the motion to adjourn to include the next meeting would be February 22, 2019 at 10 AM and Mark seconded.

Tangye called for a vote. Motion carried 3-0.

Tangye called for a vote on closing the meeting. Motion carried 3-0.

Tangye close the meeting at 9:29 AM

February 22, 2019

Shannon Bloom, Chair

Tangye Beckham, Clerk