

**MINUTES OF A REGULAR MEETING OF THE
MESCAL-J6 FIRE DISTRICT GOVERNING BOARD
HELD MONDAY, March 7th, 2022 AT 6:30 PM**

The meeting was called to order at 1834 hours by Board Chair Mark Lee. Present at roll call were Board Members: Mark Lee, Phyllis Ellis, Brian Hughes and Robert Murray. Mrs. Bowen arrived at 1837 hours, a quorum of all board members existed.

Item 1: Call to the Public: Call to the Public** This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date."

Mary McCool presented the board members with paperwork (included as an attachment in the District's official minutes). Mrs. McCool summarized the document by requesting additional details regarding donations related to the helipad project, concerns with the accounting of reserve fund expenditures, and the reconciliation of all accounts. Mrs. McCool began to note her concern with the recent reserve budget changes but was stopped by the Board Chair when she reached the three-minute limit.

Item 2: Minutes: Board members reviewed and discussed the minutes of the December 29th, 2022 Regular Meeting Minutes. Mr. Hughes suggested it would be advantageous to note the exact payoff of \$52,459.99 related to the 2011 Ford apparatus loan. Mrs. Bowen motioned to approve the December 29th Board Meeting with the addition of the exact payoff as suggested by Mr. Hughes. Motion seconded by Mrs. Ellis, Motion carried 5-0.

Board members reviewed the minutes of the January 26th, 2022 Regular Board Meeting. Mr. Lee noted that Item #9 noted a donation to the helipad project by Sulphur Springs Electric Coop (SSVEC) but Arizona Electric Power Coop (AEPCO) was not included and should be. Mr. Lee added that if any official agreement regarding the helipad donations was to be entered into with donors, it would be up to the donors to request one. Ms. Ellis confirmed that SSVEC pledged additional donations in future years. Mr. Hughes voiced concern that the board was getting off track, to which Mr. Lee noted that Mrs. McCool had commented on this issue during the call to the public. Chief Moran opined it would be inappropriate to request a written agreement for future donations, that both organizations are community minded and he is confident they will follow through with their pledge to future donations.

Mrs. Bowen moved to accept the minutes of the January 26th, 2022 Regular Meeting Minutes with the addition of the exact amounts donated by SSVEC and AEPCO, and that the District anticipates additional donations of \$5,000.00 per year for the next four years

from SSVEC. Mr. Hughes seconded. Mr. Lee, Mrs. Bowen, Mr. Hughes and Mrs. Ellis yea, Mr. Murray nay. Motion carried 4-1.

- Item 3: Financial Report: Ms. Natalie Galgano, Municipal Accounts & Consulting, provided a brief summary of the District's financial activities. The Board reviewed and discussed the January 2022 Financial Report as prepared by Ms. Galgano. Mrs. Galagano joined the meeting via Zoom. Communication issues delayed this item for a few minutes. Mrs. Galgano reviewed each section of the financial report with the board. Mr. Murray questioned the amount of the 2011 Ford loan payoff. Mr. Murray questioned why that amount was not reflected in the financials, to which Mrs. Galgano pointed out the pages in which it was noted. Mr. Murray noted it was not included in the cash flow summary, to which Mrs. Galgano replied it was included with other expenditures but she would break that out into individual expenditures for next month's financials. Mrs. Ellis pointed out that the reserve budget had been amended. Mrs. Galgano was not informed of this change. Mrs. Galgano finished her summary of the financial report. Mr. Murray inquired as to what the expense to Mescal Firefighter's Association (MFFA) was. Chief Moran replied the MFFA was a separate organization comprised of MJFD firefighters, the purpose of which is to support charities and other organizational activities. He explained that members voluntarily elect to have their membership dues deducted from their monthly stipends and that payments made to the MFFA reflect these deductions.

Mary Bowen made a motion to approve the January 2022 Financial Report. Phyllis Ellis seconded. Motion carries 5 – 0 with Mark Lee – yes, Mary Bowen – yes, Brian Hughes – yes, Phyllis Ellis – yes and Robert Murray – yes.

- Item 5: Oath of Office: Chief Moran requested this agenda item be next, in order that the firefighters and their family be afforded the opportunity to leave if they so desire. Chief Moran administered the Oath of Office to new firefighters Cole Franks and William Lewis.

- Item 4: Fire Chief Report: Fire Chief John Moran presented a summary of recent administrative and operational activities at MJFD, including information regarding incident response, training, vehicle and facility maintenance, legislative issues, and/or other relevant topics. No board action was taken.

- Item 6: Reserve Fund Expenditure: Chief Moran requested that the Board approve a reserve fund expenditure of \$6,958.16 for three sets of firefighter turnouts. Motion by Mr. Hughes to approve this expense. Second by Mrs. Bowen. Motion carried 5-0.

- Item 7: Budget Revision: Mr. Lee explained his opinion that we needed to amend our budget to reflect the recent donations regarding the helipad donations. Mrs. Bowen requested a

separate line item for that project. Additional discussion regarding the budget and the helipad project ensued. Additional discussion regarding the need for full-time staffing and the necessary budget revisions. Mrs. Ellis stated that County Treasurer Traywick had called her that evening and she still desired to provide the board with budget training. Board members determined March 16th at 1630 hours would be the best meeting date for all. Chief Moran confirmed the multipurpose room was available. Mrs. Ellis will confirm the date with Treasurer Traywick. No action taken for lack of any motions.

- Item 8: District Apparatus: Mr. Lee mentioned that the 2011 Ford has been paid off and inquired as to the status of the title. Chief Moran stated titles are electronic now and that although we have not yet received proof of payoff from the bank, Administrative Assistant Denise Serna was working with the bank to obtain proof of payoff. Mr. Lee was stated his belief that replacing the motor would only present additional repair issues in the future, as that generation of Ford diesel motors is inherently flawed. Chief Moran remarked that he was unsuccessful in his attempts to find a vendor willing to move the apparatus body to a different chassis. Mrs. Ellis stated the immediate need of the unit and confirmed that the use of the 2011 Ford would be much less than before now that the 2009 Chevy Tahoe is in service. Chief Moran presented a bid of \$18,841.75 for a new motor from K and R Automotive, but remarked that the electronic file containing the \$21,034.64 bid from Arizona Affordable Diesel was corrupted and staff attempts to obtain a new one were unsuccessful at meeting time. Further discussion regarding motor replacement, selling the vehicle as is, selling the vehicle with a new motor, and the pros and cons of each ensued with no general consensus.

Mr. Hughes motioned that staff should first obtain the official estimate from AZ Affordable Diesel, after which Chief Moran would be authorized to choose the repair shop from the existing bids, noting that low bid is not necessarily always the best bid. Seconded by Mrs. Ellis. Mr. Lee, nay. Mr. Hughes, Mrs. Ellis, Mr. Murray and Mrs. Bowen, yea. Motion carried 4-1.

- Item 9: Five-Year Plan: Mr. Lee stated this agenda item was associated with the budget revision before inquiring with Mr. Murray as to his suggestions with the five-year plan. Mr. Murray believes a five-year plan and a strategic plan are two different documents. Mr. Lee disagreed. Mr. Lee stated that comparing our five-year plan to that of Golder Ranch, Rincon, etc. was not appropriate and that he had staff look into what fire districts of a comparable budget to MJFD's are doing. Chief Moran stated that staff contacted many fire districts in Arizona, five responded and four of the five were in Cochise County. One district's five-year plan was ten years old, and the other four do not have one. Chief Moran remarked that MJFD was probably the only district in the county actually completing the five-year plan. Mrs. Bowen thought the five-year plan was mandatory, to which Chief Moran concurred. Mr. Lee stated his belief that, for a district with a budget less than half a million dollars, to spend a lot of time and energy on a strategic plan was

much like teaching a pig to dance: it's a waste of time and it annoys the pig. Mr. Lee stated that the upcoming meeting with the County Treasurer can clear up a lot of misunderstanding. Mr. Hughes agreed. Mr. Murray stated to do a five-year plan this late in the year would be a waste of time. Mr. Murray requested a budget work session. Mr. Lee stated it would be more effective if board members submitted their ideas to the board. Mr. Murray disagreed. Chief Moran stated he anticipated no action on this item, it was more for informational purposes.

Item 10: Fiscal Year 2023 Budgeting Schedule: Chief Moran clarified that this was for the next fiscal years budget approval process. Mrs. Ellis confirmed that members of the public, as well board members may submit comments to the board in the 30 days prior to the budget's adoption. Motion to approve the FY2023 by Mrs. Bowen. Second by Mrs. Ellis. Motion carried 5-0.

Motion to adjourn by Mrs. Bowen. Second by Mr. Hughes. Meeting adjourned at 2015 hours.

Minutes compiled and submitted by:

Denise Serna
Administrative Assistant
and
John Moran
Fire Chief