

**MINUTES OF A REGULAR MEETING OF THE
MESCAL-J6 FIRE DISTRICT GOVERNING BOARD
HELD WEDNESDAY, May 3rd, 2023, AT 6:30 PM**

The meeting was called to order at 1830 hours by Board Chair Phyllis Ellis. Present at roll call were Board Members: Phyllis Ellis, Dana Law, Debi Wise, JoAnne Ellsworth and Bob Murray. A quorum existed.

Item 1: **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, chair of J6/Mescal CDO, presented Board members with paperwork (included as an attachment in the District's official minutes) inclusive of concerns regarding action taken April 26, 2023, on Item 8 of that meetings Agenda, the possible implications of that action and its effect on constituents.

Board members Dana Law and Debi Wise responded to criticism regarding an email received from Cody Ayers. Dana Law stated that he in no way represented Mescal Fire in such manner nor was he wearing anything showing his affiliation to the District. Law went on to add that what he does in his personal side has no bearing whatsoever with Mescal Fire department, at all. Law went on to further state that whoever this Cody is, if he would like to further discuss these actions, he has no problem meeting him. Law said he will take him to breakfast or lunch. Law went on to say that he in no way related Mescal Fire to Sundance whatsoever. Debi Wise added, she can say the same thing, what goes on in her personal life is no one else's concern especially when her name isn't mentioned and she's not wearing anything that affiliates her to the District and the Fire Department was never even mentioned. Wise went on to include that there were at least four other members of my organization, that I know of , are also affiliated with Fire Departments and two are Chairs. Wise concluded that if anyone would like to discuss her personal life, they may reach out to her personally, otherwise, it has nothing to do with the Fire District.

Item 2: **Five-Year Plan:** Review, discussion and possible action to approve the DRAFT 2023/2024 Five-Year Plan.

Phyllis Ellis noted that this is a Draft, what is decided and voted on tonight is not the end all for the next year. It is a Draft version for posting to give the public an opportunity for comment.

Dana Law made a motion to approve the Draft Five-Year Plan with changes in conjunction with Bob's Master Working Copy (Bobs Master Working Copy document provided to the Board from Bob Murray and included in the Districts official minutes) amending line I from the Draft Five-Year Plan (Bobs Working Copy C) beginning that sentence with "Fire Chief to" and then continuing with the already present verbiage there; adding item J (would be Bobs Working Copy H) stating "support and development volunteer programs" for carry over year to year. Debi Wise seconded the motion. Motion carries 4 - 1 with Phyllis Ellis – yes, Dana Law - yes, Debi Wise – yes, JoAnne Ellsworth – no and Bob Murray - yes.

Item 3: **Fiscal Year 2024 Budget:** Review, discussion and possible action to approve the DRAFT 2023/2024 Operations, Maintenance and Reserve Budget as submitted by Chief Moran.

Chief Moran noted the biggest increase in Salaries and Wages in anticipation of a pending Grant reward, if received. Chief Moran further added we are showing a 5% match for SCBA Grant through Benson, for the Reserve fund. We are at 75% of the year for our books being reconciled and these numbers are subject to change by the end of the year. Bob Murray asked if we would be required to have an audit instead of a review, to which Chief Moran replied, whether we are or not we are getting closer to that threshold and although we haven't hit it, we are moving forward like we are going to have an audit. Phyllis Ellis asked Chief Moran if the extrication tools would come out of Reserve or is it built in here. Chief Moran replied it would come out of Supplies and Materials. Phyllis Ellis asked Chief Moran what he thought the extrication tools would run. Chief Moran replied \$28,000.00 to \$25,000.00 for the whole set up, spaced out. Dana Law interjected that if the purchase was made as a package there would be a better deal. Chief Moran said that makes sense, but we have not gotten any quotes yet. Chief Moran added we also got quotes on the side by side for the Polaris Razor. Chief Moran went on to say they make different types of ATVs right now and he thinks it would be best to do more research than just pulling the trigger for purchase. Phyllis Ellis asked since it is in the Five-year plan where it was budgeted for. Chief Moran replied it is in Motor Vehicles, which has \$15,000.00 and we can pad the rest with the Reserve fund, if needed. Dana Law asked if Chief Moran was looking for new or used to which Chief Moran replied he is looking at new but he wouldn't be opposed to used if it was good used. JoAnne Ellsworth asked about Salaries and Wages, specifically where it says adding a position and what that meant. Chief Moran replied it is for a Firefighter and EMT, provided we get that Grant. Debi Wise inquired about Capital Outlay under Land going from \$2,500.00 to \$0.00. Chief Moran replied we won't be spending O&M funds for land, to my knowledge. The \$5,000.00 that was in there for a piece of land we were looking at. Debi Wise asked if in Communications and Dispatch is that the new system. Chief Moran replied that the new system was from a Grant so there were no costs, but we have been allocating some expenses to that line item, hence the increase, however

he believes they are going to the wrong places in his opinion. Debi Wise responded ok, so it's just a matter of readjusting what you already had going. Chief replied yes. Mary McCool was recognized by the Board Chair to interject a question, asking if the current tax rate and what this budget will bring the tax rate up to, will be included. Phyllis Ellis replied yes, we will get that. Debi wise asked if the reimbursement for County services under election went from \$2,500.00 to \$250.00. Phyllis Ellis replied yes, there was no election. Chief Moran said he added the \$250.00 just incase we have to do a posting. Bob Murray asked if the transfer to the Reserve for \$13,000.00 was already money we already put in. Phyllis Ellis replied yes and there may be some money at the end of the year to put in. Debi Wise asked if Chief Moran no longer wanted to do that. Chief Moran replied he would like to but if we ran into that situation, we would take that money out of Reserve. Phyllis Ellis added, or it could be taken from the contingency. Chief Moran agreed. Bob Murray asked if the Capital Outlay for Motor Vehicles covers the side by side. Chief Moran replied its \$14,772.00 for the annual Tender payment and the rest is for the side by side. Phyllis Ellis concluded by saying to remind everyone, this is not the end all, there will be opportunity to review where we are at currently, what's been spent this year for comparisons and there is still a month ahead of us if there are changes needed prior to this becoming finalized as our budget for next year. Chief Moran added that our income is not really going to change, this is about how we will allocate the funds we receive in the next year. Chief Moran noted that there will be an email address specifically for the budget process that people can submit their comments to, which will be read at public hearing in June.

Dana Law made a motion to accept the Draft Fiscal Year 2024 Budget. Debi Wise seconded the motion. Motion carries 5 - 0 with Phyllis Ellis – yes, Dana Law - yes, Debi Wise – yes, JoAnne Ellsworth – yes and Bob Murray - yes.

Item 4: **National Bank Access:** Review, discussion, and possible action to declare who shall be added to the National Bank payroll account, who should be removed, and who shall remain. Additional action may include the cancellation of individual credit cards and/or issuance of individual credit cards to staff members.

Dana Law made a motion to enact the following changes to the National Bank account:

- Remove previous board members Mark Lee, Mary Bowen and Brian Hughes as account signers
- Add Board Member JoAnne Ellsworth as an account signer
- Designate Board Clerk Bob Murray as the primary contact and authorization for District credit cards
- Remove Mary Bowen as credit card holder

- Board Chair Phyllis Ellis and Fire Chief John Moran are to remain as check signers

JoAnne Ellsworth seconded the motion. Motion carries 5 – 0 with Phyllis Ellis – yes, Dana Law - yes, Debi Wise – yes, JoAnne Ellsworth – yes and Bob Murray - yes.

Item 5: **Equipment Purchases:** Chief Moran requests approval for the purchase of fire/rescue equipment in excess of his personal expenditure limit. Additional action may include a determination as to which fund shall be debited for any approved expenditures.

Chief Moran said Captain Olander just tested hose, we have had some failures and we need to replace some. Chief Moran added that this is above his spending limit by the time he places other orders needed, running anywhere from \$2949.00 on the low end to \$4065.00 on the high end. Chief Moran said he is looking at about \$3500.00 for the hose they want to get, which is above his \$3000.00 spending limit, he is asking the Board for permission to spend \$4000.00 on fire hose and he will get the best deal he can get for us.

Bob Murray a motion to approve the purchase of fire hose, at a price of up to \$4000.00. Dana Law seconded the motion. Motion carries 5 - 0 with Phyllis Ellis – yes, Dana Law - yes, Debi Wise – yes, JoAnne Ellsworth – yes and Bob Murray - yes.

Item 6: **Adjourn:** JoAnne Ellsworth made a motion to adjourn the meeting. Dana Law seconded the motion. Motion carries 5 - 0 with Phyllis Ellis – yes, Dana Law - yes, Debi Wise – yes, JoAnne Ellsworth – yes and Bob Murray - yes.

Phyllis Ellis adjourned the meeting at 1922 hours.

Minutes compiled and submitted by:
Denise Serna
Office Administrator