

**APPROVED MINUTES OF A REGULAR MEETING OF THE MESCAL-J6 FIRE DISTRICT
HELD ON TUESDAY, SEPTEMBER 8, 2015**

Meeting called to order at 18:33 by Board Chair Lee. Present at roll call were Board Members Mark Lee, Jerry Conrad, and Mary Bowen. Mr. Dan Simmons was absent. A quorum existed.

- Item 1 Recognition of Service: Mr. Lee presented a plaque to Mr. Steve Hoffman for his six years of service on the Mescal J6 Governing Board. Mr. Hoffman graciously accepted the plaque. Mr. Lee called a recess to enjoy a moment with Mr. Hoffman as well as some refreshments.
- Item 2: Minutes: At 18:49 the meeting resumed and Board members were provided with the draft minutes from the August 3, 2015 Regular Board Meeting. There is correction on page three. Mr. Edmonds' name should be Wayne, rather than Wade. Mrs. Bowen made a motion to approve the minutes with the one correction on page three, Mr. Conrad seconded the motion. The motion carried 3-0.
- Item 3: Treasurer/ Admin Report: Mrs. Bowen distributed and read the HB2572 Compliance document, with July 2015 data enclosed, to the Board Members and Chief Moran. Mr. Conrad made a motion to accept the HB2572 as written, while Mr. Lee seconded the motion. The motion carried 3-0.
- Item 4: Warrant Report: Treasurer Bowen provided copies of the financial reports and balances as follows: Warrant Account \$28,720.61; National Bank \$278.11; Reserve Account \$99,563.36; and Petty Cash \$300.94; with a total of all accounts \$128,863.02. A motion to approve the account balances and warrants as reported, by Mr. Conrad and seconded by Mr. Lee. Motion carried 3-0.
- Mr. Conrad made a motion to approve the checks on the National Bank Account. Mr. Lee seconded the motion, which carried 3-0.
- Mrs. Bowen made a motion to transfer \$15,000.00 from the Warrant Account to the National Bank Account for September's payroll expenses.
- Mr. Conrad made a motion to give the Treasurer the ability to transfer funds to the National Bank Account for payroll purposes. At any time the account balance falls below \$5,000.00, the Treasurer is authorized to transfer \$10,000.00 from the Warrant Account to the National Bank Account. Mr. Lee seconded the motion, which carried 3-0.
- Item 5: Fire Chief Report: Chief Moran presented his Chief's report.
- There were 34 incidents, 18 of which were EMS, responded to in the month of August with an impressive turn out time of 3:00 minutes.
 - Apparatus maintenance included Brush 171 in the shop for new ball joints, front end alignment, and other front end work.
 - Training included CPR training which was cancelled due to scheduling conflicts. This should be rescheduled in the next month or so. The classroom portion of the VFIS Driver Training has been completed.
 - Firefighter Garrison Ratcliff donated clean dirt to level the ground in the yard of the Administration Building. The Firefighter's Association mentioned possibly providing funds to plant grass in the yard, but Chief isn't sure that grass is the best option for the land due to maintenance needs of grass. He said that there may be changes coming to the space in the near future. When there is plan for landscaping the area, Chief will present the plan to the Board.
 - Billing endeavors continue, although no new income since July, 2015.

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- Four of the District's firefighters will be attending Fire School the week of September 7. Resources will be somewhat limited in the area due to attendance by Benson, Pomerene, etc. Chief said due to these absences, the various Districts may be called to back one another up.
- At Station One, FF Ratcliff leveled the dirt on the north side of the property to make way for the recently purchased storage container. Chief noted that the container blends in to the neighborhood nicely, and there has been positive feedback from neighbors.
- A contact within Pima County has been found for millings. Work will begin to fill mud holes and to level the storage container.
- Chief mentioned that the Labor Day Party held at the Administration Office Building was a success, with a nice turn out of people.

Item 6: Mutual Aid Agreement: Chief Moran explained that the Cochise County Public Mutual Aid Agreement is a standard agreement designed to get every agency across Cochise County on the same document, which has already been approved by the District's attorney. The agreement encompasses Fire, Police, EMS, and Public Works. It is Chief Moran's recommendation to sign this agreement, which would take the place of individual agreements currently in place. Mr. Conrad made a motion to accept and sign the Mutual Aid Agreement, Mrs. Bowen seconded the motion which carried 3-0. Mr. Lee signed the Cochise County Public Mutual Aid Agreement in front of the Board, the Agreement will be sent back to Ms. Lauri Owen.

Item 7: Policies and Procedures: Chief Moran provided copies of each of the P & Ps, and explained that the only changes were to #32 Housekeeping, and #033 Tobacco Use. The others had no changes in text. Mr. Conrad made a motion to accept these policies and procedures, Mrs. Bowen seconded the motion, which carried 3-0.

#031 Visitors
#032 Housekeeping
#033 Tobacco Use
#035 Solicitation and Distribution
#036 Use of Telephones
#037 Use of District Vehicles

Item 8: Executive Session: At 19:14 Mrs. Bowen made a motion to enter into an Executive Session so the Board may discuss candidates for the open Board seat. Mr. Conrad seconded the motion, which carried 3-0. The Board Members rejoined the meeting at 19:27, and the Regular Session resumed.

Item 9: Special Meeting for Prospective Board Member Interviews: Mr. Lee said that there are two individuals who have expressed an interest in the vacant Board position. They are Mr. Michael Nervik, and Mrs. Sue Dupee, who are well known to the Board, and District. Due to the absence of Mr. Dan Simmons, Mrs. Bowen moved to hold a Special Meeting – Executive Session to appoint the new Board Member on September 21, 2015, at 6:30 pm. Mr. Conrad seconded the motion, which carried, 3-0.

Item 10 Review Documentation Requests: Mrs. Bowen notified the Board and Public that the District has spent \$800 on attorney fees and at this time she is unsure of exactly what the CDO is requesting. Mrs. Bowen believes that the CDO is looking for items take issue with and that it is wasting time, energy, and tax payer money. Mr. Lee stated that the District has been advised to forward all records requests through the District's attorney, for liability purposes. Mrs. Bowen said that "We are all volunteers, we're all peddling as

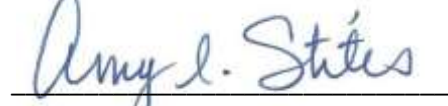
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fast as we can, and trying to do our best. It would be nice if somebody who is willing to help, would help instead of having all these outside sources coming at us."

Item 11 Call to the Public: Mrs. Dupee said that on behalf of the 4-H group, her support group and her exercise group, they are thankful for the space at the Administration Building to attend their activities. Chief Moran said that the District is glad to have it available for them!

Item 12: Adjourn: Motion to adjourn the meeting by Mrs. Bowen, second by Mr. Conrad, motion carried 3-0. Board Chair Lee declared the meeting adjourned at 19:38 hours.

Minutes compiled and submitted by:



Amy Stites, September 9, 2015

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