APPROVED MINUTES OF A REGULAR MEETING OF
THE MESCAL-J-6 FIRE DISTRICT GOVERNING BOARD
HELD ON OCTOBER 25, 2016, 6:30 PM

The meeting was called to order at 1830 hours by Board Chair Mr. Mark Lee. Present at roll call were Board Member Mr. Mark Lee, Mr. Jerry Conrad, and Ms. Sue Dupee. Mr. Dan Simmons arrived at 1833 hours. Ms. Mary Bowen was absent but a quorum existed.

Guests present were: Lauri Owen, M. A., J. D., Esq., .Ed Gilligan, Cochise County Asst. Administrator.

Item 1: Minutes: Minutes from the Regular Board meeting held on September 28, 2016 were reviewed by the Board. Mr. Conrad moved to approve the minutes as written and Ms. Dupee seconded the motion which carried 4-0.

Item 2: Financial Report: Chief Moran advised the Board that the financial reports prepared by the accounting firm HBL were received today at a time too late for forwarding to the Board members for review prior to tonight's meeting. Motion made by Mr. Conrad to table approval until next month's meeting. Mr. Simmons seconded. Motion carried 4-0.

Item 3: Fire Chief's Report: Chief Moran presented facts and data for the month of September 2016.

- MJ6FD responded to 36 incidents with an average turnout time of 7 minutes 28 seconds and a response time of 2 minutes 58 seconds. This includes 2 fires, 22 medical and 11 service calls.
- Three personnel are attending Fire Academy and are doing very well.
- Continuing problems with Rescue 171: Steve Nastasio, our Apparatus Tech is working on issues as his schedule allows.
- Signs/Banners for the Admin Building have been ordered and will be installed soon.
- Two lights for the front walkway have been purchased and will be installed shortly.
- Received a check in the amount of $2,759.00 in payment for responding to and fighting the Mae West Fire.
- Covenant Accounting has been a disappointment in the collection efforts on behalf of the Fire District.
- State Wildland has been centralized back to Phoenix. New automatic billing is good.
- Firefighter Brown has been the point of contact with Energizer battery donations for our residents.
- Large grant opportunities are coming up for Federal and Wildland.
- Advertisement for the vacant Administrative Assistant position has been reposted on our website and in the local newspaper. Three applications resulted from the first advertisement and all three were not able to follow directions.
- Two firefighters are leaving. We went from being over-staffed to being under-staffed.

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Item 4: Contractor Bid Approval: Received a bid for concrete work from Mike Goodman in the amount of $1,534.40. This work can be completed in two weeks. This is for making Station 3 handicap compliant. Mr. Conrad moved to approve and Ms. Dupee seconded the motion. Motion carried 4-0.

Item 5: Accounting Services Proposal: With the absence of an Administrative Assistant, the HBL CPA firm is needed thru year-end including payroll services. Motion to expand services from HBL was made by Mr. Simmons. Mr. Conrad seconded and the motion carried 4-0.

Item 6: Reserve Fund Expenditures: Final approval is requested for expenditures previously included in the five-year plan. Checks #6556 and #6557 were prepared to pay for turnouts (protective gear) and hose. Motion to approve was made by Mr. Simmons and Mr. Conrad provided the second. Motion carried 4-0.

Item 7: Reserve Fund Transfer: HBL: Accounting recommended that $15,000 be transferred from the Reserve Fund to the Operations and Maintenance Fund (Warrant Account). Motion to transfer the funds made by Mr. Conrad and Ms. Dupee seconded. The Board vote was 2 in favor, 1 abstention, and 1 opposed. The motion failed.

Item 8: Final Report 2015 Annual Review: Payment was withheld from previous Accountant until corrections were made. Corrections have been made.

Item 9: Community Use of MJ6FD Facilities: Discussed allowing local groups to be exempt from liability requirement of insurance coverage. Ms. Owen advised need for indemnity agreement/hold harmless. Will do further research. Per Ms. Mary McCool, groups could get coverage for $340.. annually. Chief Moran said several groups have inquired. Mr. Conrad moved to table any action on Facility Use policy and Mr. Simmons seconded. The motion carried 4-0.

Item 10: Tax Levy Disparity: Mr. Gilligan explained the situation and how it happened. Pima County had the necessary information/paper work but did not take the proper action to change their rate to match the Cochise County rate. Mr. Searle and Mr. Carroll will be working on the matter. A letter from Mr. Tom Shilling, addressing the status of this topic, was read aloud to all present at this meeting.

Item 11: Call to the Public: No response

Item 12: Adjourn: Mr. Conrad moved to adjourn. Mr. Simmons seconded the motion and it carried 4-0. Mr. Lee declared the meeting adjourned at 1954 hours.

Minutes compiled and submitted by:

John K Moran

John Moran, Fire Chief
December 26, 2016

MINUTES APPROVED BY THE MESCAL-J6 FIRE DISTRICT GOVERNING BOARD ON DECEMBER 28, 2016