

**ENTERED MINUTES OF A REGULAR MEETING OF THE
MESCAL-J6 FIRE DISTRICT GOVERNING BOARD
HELD WEDNESDAY, November 30th, 2022 AT 6:30 PM**

The meeting was called to order at 1830 hours by Board Chair Mark Lee. Present at roll call were Board Members: Mark Lee, Mary Bowen, Brian Hughes, Phyllis Ellis, and Robert Murray.

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."

No speakers present.

Item 2: **Minutes:** Reviewed, discussed, and possible action to approve the Draft minutes of the October 24th 2022 Work Session minutes and the October 26th 2022 Regular Board Meeting minutes.

Board members Phyllis Ellis and Robert Murray both reviewed the October 24th 2022 Work Session minutes and agreed that they are accurate.

Mary Bowen made a motion to approve the October 26th 2022 Regular Board Meeting minutes, with correction to Item 5, changing "na" to no. Motion seconded by Phyllis Ellis. Motion carried 5 – 0 with Mark Lee – yes, Mary Bowen – yes, Brian Hughes – yes, Phyllis Ellis – yes and Robert Murray – yes.

Item 3: **Financial Report:** Natalie Galgano-Pinkley of Municipal Accounts & Consulting, provided a brief summary of the District's recent financial activities. Board Members reviewed, discussed and possible board action to approve the October 2022 Financial Report, as prepared by Natalie Galgano-Pinkley of Municipal Accounts & Consulting.

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

Item 4: **Fire Chief Report:** Fire Chief John Moran's report is included as an attachment in the District's official minutes.

No board action taken.

Fire Chief John Moran explained, he spoke with the Cochise County Treasurer who advised that warrants would not be supplied to the grant fund account as they are typically done in large quantities and we would not use them up. Consequentially, the County Treasurer advised Chief Moran to pay the BNR paving invoice for the Helipad project out of the warrant fund and then reimburse the warrant fund from the grant fund.

Item 5: **Annual Review:** Walker & Armstrong's Lisa Parke will present the results of the Fiscal Year 2022 Annual Financial Review. Discussion and possible board action to accept the findings.

Mary Bowen made a motion to accept the findings of Walker & Armstrong's Fiscal Year 2022 Annual Financial Review. Brian Hughes seconded. Motion carries 5 – 0 with Mark Lee – yes, Mary Bowen – yes, Brain Hughes – yes, Phyllis Ellis – yes, and Robert Murray – yes.

Item 6: **Helipad Reserve Fund:** Reviewed, discussed and possible action to approve the Transfer of \$7,500.00 from the reserve fund to the Operations & Maintenance Fund, To reimburse the District for payment to BNR Paving.

Board member Brian Hughes asked to confirm, the BNR invoice has already been paid, funds just need to be transferred from the grant donation fund to cover the BNR paving invoice that was paid out of the Districts warrant fund. Chief Moran replied, yes sir.

Mary Bowen made a motion to approve transfer of \$7,500.00 from the reserve fund to the Operations & Maintenance Fund to reimburse the District for payment to BNR Paving. Robert Murray seconded. Motion carries 5 – 0 with Mark Lee – yes, Mary Bowen – yes, Brain Hughes – yes, Phyllis Ellis – yes, and Robert Murray – yes.

Item 7: **Service Awards:** Fire Chief Moran will present awards to outgoing board members Mark Lee (Board Chair 13 years) Mary Bowen (Board Clerk, 13 years) and Brian Hughes (Board Member 4 years).

No board action taken.

Item 8: Adjourn: Mary Bowen made a motion to adjourn the meeting. Brian Hughes seconded the motion. Motion carries 5 - 0 with Mark Lee – yes, Mary Bowen – yes, Brain Hughes – yes, Phyllis Ellis – yes, and Robert Murray – yes.

Mark Lee adjourned the meeting at 1911 hours.

Minutes compiled and submitted by:

Denise Serna
Office Administrator