NOTICE OF SPECIAL MEETING
OF THE MESCAL-J6 FIRE DISTRICT BOARD

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Mescal J-6 Fire District and the general public that the Governing Board of Mescal J-6 Fire District will hold a Special Meeting on

Wednesday, July 17, 2024, at 6:30pm
Doors open to the public at 6:00pm
98 N. Oak Drive Benson, AZ 85602

Call to Order/Roll Call/ Confirmation of Quorum

Members of the Mescal-J6 Fire District Governing Board may attend either in person, by telephone, video or internet conferencing

The following topics will be subject to Governing Board consideration, discussion, approval, or other action. All items on the agenda are set for possible action.

Item 1: **Pledge of Allegiance**

Item 2: **Call to the Public**: Speakers are limited to a three-minute oral presentation and may submit written comments of any length for Governing Board files. Those wishing to address the Governing Board should sign in on the speaker list prior to the meeting being called to order. The Governing Board is required under law to accept any materials presented. At the conclusion of the public forum, individual Board Members may respond to criticism made by those individuals who have addressed the Governing Board and may ask staff to review a matter and place it on a future agenda. However, Board Members may not discuss or take action on a matter raised during a call to the public, that is not already on the agenda, and are not obligated to comment upon materials or presentations made by the public.

Item 3: **Reading of Board Appreciation Letter:** Discussion and reading of a letter of appreciation regarding the July 9th fire Incident.

Item 4: **Minutes:** Review, discussion, and possible action to approve the Draft minutes of the May 29th, 2024 Regular Meeting minutes.

Item 5: **Minutes:** Review, discussion, and possible action to approve the Draft minutes of the June 12th, 2024, Special Meeting and executive Session Minutes.

Item 6: **Minutes:** Review, discussion, and possible action to approve the Draft minutes of the June 26th Regular Meeting minutes.

Item 7: **Minutes:** Review, discussion, and possible action to approve the Draft minutes of the July 8th Emergency Meeting #1 minutes in accordance with A.R.S 38-431.02(J) and Arizona Agency Handbook 7.7.9 par.4., and place in the minutes a statement that sets forth the reasons necessitating the emergency discussion, consideration, or decision.

Item 8: **Minutes:** Review, discussion, and possible action to approve the Draft minutes of the July 8th Emergency Meeting #2 minutes. in accordance with A.R.S 38-431.02(J) and Arizona Agency Handbook 7.7.9 par.4., and place in the minutes a statement that sets forth the reasons necessitating the emergency discussion, consideration, or decision.

Item 9: **Budget for Chief Job Contract:** Review, discussion, and possible action to approve a Chief's wage agreement for the future contract.

Item 10: **Fire Chief Job Description:** Review discussion and possible action to approve the Fire Chief Job description from the AZ Fire District Association.

Item 11: **Approval of Posting:** Review, discussion, and possible action to approve the public posting of the Fire Chief vacancy and job description.

Item 12: **Fire Chief Hiring Committee**: Review discussion and possible action to approve and solicit for a hiring Committee for the Fire Chiefs position.

Item 13: **Future Postings of Minutes:** Review, discussion and possible action regarding a posting policy for minutes.

Item 14: **Future Agenda Postings:** Review, discussion and possible action regarding a posting policy for agendas and packets.

Item 15: **Public Records:** Review, discussion and possible action to explore administrative options for managing record requests and implementation of an internal control system to ensure records are properly addressed.

Item 16: **Newly Appointed Board Members Conflict of Interest Statements:** Opportunity for any newly appointed board members to submit a conflict-of-interest agreement.

Item 17: **Board Responsibilities:** Review, discussion, and possible action pertaining to current Board member duties and roles in absence of a chief.

Item 18: **Operations Reporting**: Review, discussion and possible action for operations to submit an operational report with call stats, employee roster and attendance, concerns, needs, purchase requests, in the absence of a chief.

Item 19: **Year End Expenditures and Transfer to Reserve**: Review, discussion and possible action to approve expenditures for equipment, building repair & maintenance, and transfer any surplus funds remaining in the Operations & Maintenance fund to the Reserve Fund based on guidance provided by County Treasurer Traywick at the July 8th, 2024, emergency meeting.

Item 20: **National Bank Credit Limit**: Review, discussion and possible action to increase Office Administrator, Denise Serna's, District credit card limit with National Bank of Arizona to $5000.00.

Item 21: **District Assets:** Review, discussion and possible action regarding outstanding district assets.

Item 22: **Attorney Access:** Review, discussion and possible action to establish a policy for contacting legal counsel.

Item 23: **Apparatus Maintenance:** Review, discussion and possible action to approve an invoice for annual repairs, inspections and servicing from RDO, and to determine which fund to pay the invoice from.

Item 24: **Apparatus Repairs:** Review, discussion and possible action to approve an invoice for E171 pump repair from Firetruck Solutions, and to determine which fund to pay the invoice from.

Item 25: **Future Meeting Schedule:** Review, discussion and possible action to establish dates for additional Special meetings and the Special Meeting and Public Hearing.

Item 26: **Future Agenda Item(s):** A Governing Board Member May Bring Forth General Topics for a Future Meeting Agenda. The Governing Board May Not Discuss, Deliberate or Take Any Action on the Topics Presented, Pursuant to A.R.S. § 38-431.02 (H).

Item 27: **Adjourn:**

*Any item on this agenda is open for discussion and possible action by the Governing Board. In addition, the order or consideration of any item or deletion of any item on this agenda is subject to modification at the meeting.

A copy of this Agenda is available in the red "mailbox" next to the Information Board at Station 171, located at 448 N. Warren Rd. in Mescal. Dated this 15th day of July 2024 for the MJFD. Persons with a disability may request reasonable accommodations by contacting Denise Serna (520) 586-4690 ext. 201