

**MINUTES OF A REGULAR MEETING OF THE
MESCAL-J6 FIRE DISTRICT GOVERNING BOARD
HELD ON Wednesday, August 30th, 2017 at 6:30 PM**

The meeting was called to order at 1833, by Board Chair Mark Lee. Present at roll call were Board Members Mark Lee, Owen Kieley, Jerry Conrad, and Sue Dupee. Mary Bowen arrived at the meeting at 1836.

Mark Lee requested that the Board re-arrange the agenda to accommodate for the Districts CPA that was attending the meeting from out of town.

Item 4: Financial Recordkeeping: Mark Lee gave a brief introduction for Laura and Lorna employees of HBL CPA that came to the board meeting to explain questions that the community has presented. Lorna gave an explanation for the questions regarding the uncleared tax payments, stating that the payments were made in a timely manner but there was a problem with the input into quick books. She also addressed the concerns about transfers being done incorrectly, which she noted had been fixed, and the concerns that were found in the July portion of the last months financials.

Item 7: Call to the Public: Mrs. Mary McCool of the Mescal-J6 CDO presented her concerns about the “no assurances” clause at the bottom of the balance sheet and cash flow projection. She also requested that the District considers a new format for their cash flow projections. She included a packet to highlight her concerns. (attached)

Mark Lee called for a recess at 1855 and at 1856 he called the meeting back to order.

Item 1: Minutes: Minutes from the Regular Board meeting held on July 26th, 2017 were reviewed by Chief Moran and the Board. Owen Kieley made a motion to approve the July 26th, 2017 minutes with no changes, Sue Dupee seconded the motion. Motion carries 4-0.

Item 3: Fire Chief Report: Chief Moran advised the board that MJFD responded to 42 incidents during the month of July with an average turn out time of 4 minutes and 50 seconds and an average response time of 14 minutes and 5 seconds. He noted that the high response time is due to staffing constraints.

Training: Chief Moran advised the board that 4 firefighters will be attending the Arizona State Fire School September 7-10th. He stated that the District had received scholarships to cover half of the cost for the firefighters to attend the school.

Apparatus Maintenance: Chief Moran advised the board that tender 173 is complete and should be in service soon. He also noted that he contacted the ISO to determine the needed fire flow for a three tender shuttle so the District can initiate the training. He hopes that this will lower the Districts ISO rating.

Facility/Building Maintenance: Chief Moran advised the board, that thanks to a referral from Owen Kieley, the Administration building was recently leveled by Nelco Transport, of Vail, AZ. The District had some significant, but simple drainage issues to address with water drainage on the lot. He also noted that the same company had showed interest in completing the handicap ramp also.

Billing: Chief Moran voiced his concerns about the work the Districts billing company has been doing. He stated that office personnel has been researching other vendors.

Other: Chief Moran stated that the Districts EMT will be training to get their IV certifications. He stated that this would normally be a very expensive endeavor but that HCI is going to supply the District with all the equipment required to do the start up. He also stated that the Workman's Compensation company did an inspection on the facility, and that today the District received a letter from First State Bank that stated that the loan has been transferred to Pendleton Community bank out of West Virginia.

Item 6: Policies and Procedures: Chief Moran presented the Board with his proposed changes to Standard Operating Policy 092 Bidding for Goods and Services. The Board reviewed the proposed changes. Mary Bowen made a motion to approve the proposed amendments as presented by Chief Moran with no changes, Owen Kieley seconded the motion. Motion carries 4-0.

Mark Lee called for a recess at 1922 and called the meeting back too order at 1941.

Item 5: Promotion Ceremony: Chief Moran presented firefighters with services pins that they had earned. Chief Moran presented Garrison Ratcliff to the Board as the newly promoted Lieutenant. Kaitlyn Waller pinned Garrison Ratcliff's new badge onto his uniform. Chief Moran presented Josh Olander to the Board as the newly promoted Fire Captain. Brandee Kearney pinned Josh Olander's new badge onto his uniform. Chief Moran recognized Brandee Kearney and Cody Akers for their valiant efforts during a call a few days before where they brought a community member back after his heart had stopped via CPR.

Item 8: Adjourn: Mary Bowen made a motion to adjourn the meeting at 1948, Sue Dupee seconded the motion. Motion carries 5-0.

Minutes compiled and submitted by:



Leigha Woolums, Administrative Assistant

DATE 8/30/2017