

Sonoita-Elgin Fire District

Minutes to the Board of Directors Meeting

April 24th, 2023

Chair of the board Chris Johnson calls the meeting to order at 09:03 am.

1. Roll call and confirmation of Quorum

Chris Johnson, Russ Kolsrud, Robert Garber, Eddie McArthur, and Ruth Ann LeFebvre are present at the meeting and the Board has a Quorum.

2. Pledge of Allegiance to the Flag.

3. Call to the public.

Member of the public speaks to the Board.

- Sue Downing regarding the parcel of land donated to the SEFD, in the Canelo/Elgin area. The future use of this land, and the community need for additional fire suppression, or water access in the area.
- It is noted that this topic is action item number 7 on the current agenda for today's meeting. And the topic will be discussed further.

4. Approval of the minutes to the February 20th March 20th meetings.

- The board reviews the minutes and the floor is open for discussion.
- Ruth Ann LeFebvre motions to approve the minutes.
Robert Garber seconds the motion. The vote is tabled for discussion.
- Chris Johnson requests that revisions to the existing minutes are made in reference item number 8, on the February minutes.
- Eddie McArthur motions to approve the minutes as amended.
- Russ Kolsrud seconds the motion.
- The board votes unanimously, and the motion to approve the minutes as amended carries.

5. Reports from the Fire Chief.

- **Administration and Budget**
- Budget planning for the 23/24 FY is coming along, and there will be a special meeting to present the working budget to the board and public prior to the regular board meeting in May.
- Russ Kolsrud and Robert Garber are still in planning with Chief Meredith to fine tune the working budget.
- PSPRS Local Board to hold spring meeting in the month of May, date TBD.
- March had a total of 59 calls, this breaks down by shift, and Zone.
A/26, B/13, and C/20
1/21, 2/11, 3/7, 4/4, and 5/16.
- There are currently two positions open on C shift.

We have received six applicants to fill these positions, and our first interview has already been held.

- Members Aileen Hardcastle and Evan Weaver just graduated from Fire Academy. We congratulate them both on this achievement.

Apparatus Updates-

- 822- As a result of the Papago Fire, this Engine is down, and out for the time being. An insurance claim has been filed, and further updates as we are updated will happen.
- 823 is out on the front line as a result of 822 being out.
- 820 is currently out with a on functioning turbo.
- 832 passed the AZHDHS inspection.
- Water should be running independently by the month of June. The water is being tested, and results should be available by the next board meeting.
- Emergency reporting is live as of May 1st.
- Legislature is still in session. HB1172 has passed. SB2015 has also passed. This will impact PSPRS members at a tier 3 level.
- **Chris Johnson: Investigation update**
No updates on the investigation currently.

6. Presentation and Approval of Monthly Financial Reconciliation and Reports for the month of March, 2023.

- Chief Meredith discusses the district finances to date, as well as where the district is projected at the end of the FY.
- It is noted that spending is on forecast, and the district does not project a large surplus to be left out of the 22/23 FY budget.
- It is also noted that to date, besides salaries, the largest category we have been actively spending out of is Vehicle repair and Maintenance.
- The Board reviews and discusses the monthly financial reports. Discussion ensues further on the expense report. Including categorized and miscellaneous spending.
- A request is made to redefine some of the categorized spending. Including the clarification of “unbudgeted” items. As this language denotes that this is the same as miscellaneous revenue or expenses.
- Discussion ensues on the Profit and loss statement.
- An explanation of items listed on Bank reconciliation is requested by Robert Garber as well as Russ Kolsrud.

- Chief reports that all accounts are positive, no potential adverse impact on operations, or liquidity of the district that requires reporting to the county board of supervisors.
- A motion to approve the financials as presented is made by Russ Kolsrud, and Robert Garber seconds the motion. The board votes unanimously in favor, and the motion to approve the financials passes.

7. Review discussion and possible action-Elgin property and how to make best use to support community needs:

Requests have been made for quotes on a holding tank for the property in Canelo.

By having a tank on this land, this had the potential of filling our water tender multiple times.

This property is just under 5 acres of land. It has the potential of having more than one use, including a training area for the SEFD crew.

- Placement of a 10k plus water holding tank.
- Staging of other equipment and supplies.

Discussion ensues about the community need for additional water access for the Elgin-Canelo area. This property was donated to the SEFD to reduce the potential impact by wildland, forest, or even structure fires.

The board requests more financial information, and estimates regarding this property. It is suggested that we reach out to local builders Empire Homes about the preparation of this land. Discussion continues.

Board member Robert Garber suggests fund raising to help fund this project, and gain community support and engagement. Researching Grant funding for this project is suggested as well.

Chief Meredith requests the endorsement from the board on this proposed project.

- Robert Garber motions to have Chief Meredith further research and action on this project.
- Russ Kolsrud seconds the motion.

The board votes unanimously and the motion carries.

8. Information item- Examples of individual resident financial impact if change to tax rate made as part of the 23/24 budget.

Chief Meredith has taken time to look at individual properties in the area, to see what the impact would potentially be to homeowners in the area. The overall impact would affect residents to the tune of not much more than a cup of coffee. More information to come.

9. Review discussion and possible action- Setting a date for FY 23/24 Budget Hearing in May.

Chief Meredith discusses with the board the need for the community to have at least 30 days to review the proposed budget.

May the 15th would give the board, and the community plenty of time to review the districts financial for the next FY.

10. Recap of Action items from the March board meeting.

- Notification/signed agreements with attorneys (Benavitz, Gaines)
- Inclusion of separate line-item reflecting overtime in monthly financials.

11. 180 Day Check-in with Fire Chief (Postponed from March)

The board moves into executive session for the check in with Chief Meredith.

All recordings are paused.

The public is dismissed, and the executive session ensues at approximately 10:15 am.

Executive session ends.

12. Agenda items for future Board meetings.

Review, discussion, and possible action- placing a portion of NBAZ funds into a longer-term investment vehicle.

- A motion to adjourn the meeting is made.
- The motion receives a second.
- The Board votes, and the motion to adjourn carries.

A digital copy of this meeting is available to the public at the Sonoita-Elgin Fire District, located at 3173 AZ Highway 83 Sonoita, AZ 85637

NOTICE: The Sonoita-Elgin Fire District Board of Directors may go into executive session for the purpose of obtaining legal advice from the fire district's attorney(s) on any of the above Agenda items pursuant to A.R.S.§38-431.03(A)(3).

Minutes approved by _____, Board Clerk, on _____.
Ruth Ann LeFebvre date