

Minutes to Meeting of the Board of Directors of the Sonoita-Elgin Fire District
Board of Directors
Monday May 24, 2021 at 9:00 am

Call to Order

Pledge of Allegiance

Roll Call – Dorney, Garber, Johnson, Webber, Fire District Attorney Donna Aversa (telephonically) present. *Note: D. Aversa joined meeting with the start of the Executive Session and left prior to adjournment (see item #1 and #5 for details).*

(Note: Governing board members and/or attorney may attend telephonically/digitally)

Call to the Public – Call to the Public is cancelled due to the COVID restrictions. Members of the public are invited to submit written statements. No comments were submitted.

Approval of the minutes:

-April 7, April 19, and May 7, 2021: Motion by Dorney to approve the minutes, seconded by Garber, motion carried unanimously

-April 26, 2021: Item tabled until next meeting

Note: Recordings are available should a public member request minutes that have not been posted to the website, which meets open meeting law requirements.

Report from the Fire Chief: Key points noted by acting Chief Buonaccorsi:

-Review of Service calls by zone and shifts

-Status of vehicles, he noted no current maintenance issues

-Status of new ambulance, currently being prepped, was owned by NASA and has 7K miles. The acting Chief is waiting for pictures and more details of the ambulance this week.

-State Owned Brush Truck (827) will be returned to the state. It can't really be maintained due to its age and the expense, is difficult to operate, and is not often used by SEFD personnel. Since its state owned SEFD cannot sell it, it can only be returned.

-Report on personnel: Operations Chief Marc Meredith noted an addition of 4 new members, included Bill Belt who is qualified to assist with training of members due to his experience. He noted that member Rosie Vitela has graduated from Glendale Community College Fire Academy and also received the "Spark Plug" award as the "heart & soul" of her class. Chair Johnson requested that new members be brought to future Board meetings for recognition.

-Operations Chief Meredith reported that we have received a grant from Greater Tucson Health Foundation to work with our current occupational health provider to provide improved cancer screenings for members. He also noted that SEFD is working with AZ Ready Program and our base hospital, working with doctors regarding real time audio & video for patients with chest pains.

-Acting Chief Buonaccorsi introduced the Administrator from Palominas, Brittany Archer, who is currently working part time in assisting SEFD personnel with administrative tasks due to the lack of a permanent Administrator at this time.

Monthly financials: Vicki Rutter presented monthly financial reports for April 2021 to include: reconciled balance sheet accounts; updated cash flow projections; month-end fund statements, and month-end reports of financial institutions in which the SEFD maintains an accounts. General Ledger and PSPRS information was also included in the package. Board confirmed they would like Rutter to continue to provide the General Ledger and PSPRS information on a monthly basis. Motion to approve monthly financials by Webber, seconded by Dorney, motion carried unanimously.

Update on Press Release: Board Chair Johnson issued a release to the Nogales International and the Patagonia Regional Times, both are available to the public.

Update on latest investigation regarding violation of SEFD policy, if available and other legal proceedings: At time of the meeting, Board Chair Johnson had not received additional updates to report.

Action Items:

1) Review, discussion and possible action in response to \$ 10,000 claim submitted by Peter Potoski alleging withholding of public records.

Possible executive session pursuant to ARS Sec. 38-431.03(A)(3), the Board may vote to go into executive session for discussion or consultation for legal advice with the attorney for the District regarding notice of claim

Motion by Garber to go into Executive Session, seconded by Dorney, motion carried unanimously. Board entered Executive Session at 9:35 am.

Back in Regular Session at 10:15 am. Chair Johnson reminded Board and attendees that Executive Sessions are confidential pursuant to ARS SEC. 38-431.03. Johnson also noted that Acting Chief Buonaccorsi was asked to join the Executive Session as he was deemed essential to the discussion.

Based on the Executive Session review and discussion with the Fire District Attorney, Donna Aversa, the Board recommended denying the claim filed by Mr.

Potoski. Motion by Garber to deny the claim, seconded by Dorney, motion carried unanimously.

2) Review, discussion and possible action for legal advice on referral to County Attorney.

Possible executive session pursuant to ARS Sec. 38-431.03(A)(3), the Board may vote to go into executive session for discussion or consultation for legal advice with the attorney for the District regarding referral to County District Attorney

This item was addressed in the Executive Session under Item #1 above. The Board has already approved the referral, the County is requesting the Sheriff's department be included. Fire District Attorney Aversa is addressing the issue. The Board took action at this time.

3) Review, discussion and possible action for legal advice for Insurance Claim.

Possible executive session pursuant to ARS Sec. 38-431.03(A)(3), the Board may vote to go into executive session for discussion or consultation for legal advice with the attorney for the District regarding status of insurance claim.

This item was addressed in the Executive Session under Item #1 above. Fire District Attorney Aversa requested assistance from Chairman Johnson to complete the spreadsheet required for the Insurance Claim by June 1, 2021. The Board took no action on this item at this time.

4) Review, discussion, and possible action regarding the SEFD 2021-2022 annual Budget with Chief Buonaccorsi. Note: Public comments are allowed. The Board took no action at this time. Approval of the budget is scheduled for the June Board Meeting.

Public comments centered on the emergency preparedness center of the District planned by former Chief De Wolf. The Budget does not reflect the expenses of a preparedness phones/info dispatch center and money spent on that activity was already given to the District. The Board agreed the emergency preparedness center would be beneficial. Acting Chief Buonaccorsi will follow up on this issue for future consideration.

5) Review, discussion, and possible action regarding proposed IGA with Palominas District and Sonoita-Elgin Fire District for Chief and Administrative services.

Note: this item was addressed prior to item #4 above

Acting Chief Buonaccorsi had distributed the updated copy of the IGA to the Board members, as recommended by the Board in the May 7, 2021 Special meeting. A copy will be sent to Fire District Attorney Aversa for review, comments from the Attorney will be sent to Chairman Johnson and Acting Chief Buonaccorsi. Motion by Garber to approve the IGA to be given to the PFD Board, seconded by Dorney, motion carried unanimously. Per Acting Chief Buonaccorsi, the IGA will be reviewed by the PFD Board on 5/27/2021 for approval. *Note: Fire District Attorney Aversa left meeting at 10:25 am.*

6) Review, discussion, and possible action, interviewing and selecting Board member for position vacated by Board member Archibald.

Key points of this item are: one candidate was not in attendance, one withdrew their application in the meeting, leaving one candidate to interview. Motion made by Garber to approve Russell Kolsrud, seconded by Webber, motion carried unanimously. Swearing in of the new member was scheduled for 5/26/2021 at 8am.

Adjournment: Motion by Garber to adjourn, seconded by Dorney, motion carried unanimously at 11:07am.

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 Reba Webber, Board Clerk, on 7/27/2021
Reba Webber date