

MINUTES OF TONTO BASIN FIRE DISTRICT

BOARD OF DIRECTORS MEETING

Regular Session

May 15, 2025

DRAFT

Call to Order: This regular session Board Meeting was called to order at 0930 hours by Chairman John France at Tonto Basin Fire Station #1, 46189 N AZ Highway 188, Tonto Basin, AZ.

Pledge of Allegiance: Led by John France.

Roll Call of Board Members: The following Board Members were present: Chairman John France, Clerk Debra “Deb” Morris, Secretary/Treasurer Robert Cooper, Board Member Clifford “Cliff” Metz, and Board Member Brian Nail.

Also Present: Chief James Stoltenberg.

Ben Archer-Clowes “Ben” with James Vincent Group (JVG).

Awards & Recognition: Chief Stoltenberg asked for a moment of silence to honor Mesa Fire Fighter Mark Keller. Following the moment of silence the Chief noted that the Butch Kelly scholarship award winners will be announced Thursday night. He wanted to recognize and highlighted that the Tonto Basin Fire Department (Tbfd) Fire Fighters Association had prepared and managed the competition for the school and that it was team based. The Chief also noted that he had distributed four additional Challenge Coins for community service during the month.

Reading and Approval of the April 17, 2025 Meeting Minutes: The draft minutes from the prior Board Meeting on April 17, 2025 were reviewed and Board Member Deb Morris noted that on page 2 under Awards and Recognition there was a misspelling of Jarret Kline’s name. Following the review and noted error of the prior meeting minutes on April 17, 2025, a motion to approve the minutes with the correction to Jarret’s name was duly made by Board Member Deb Morris and seconded by Board Member Cliff Metz. The corrected meeting minutes were unanimously approved and adopted.

Chief’s Report: The Chief’s Report was presented by Chief Stoltenberg. Discussions ensued on the items as presented. The Chief did note that EMS week is May 18-May 24 and that it would be nice for Board Members to stop by the Station during this week and recognize EMS personnel.

Financial Report: Ben presented the monthly financial reports with the following ending balances as of 4/30/2025:

National Bank:	\$ 153,278.06
Warrant Account:	\$ 781,692.84
Capital Reserve Account:	\$ 348,848.77

Following discussions on the Chief’s Report and the Financial Reports a motion was made to accept both reports as presented by Board Member Deb Morris and seconded by Board Member Cliff Metz. The vote to accept both reports was unanimous.

Call to the Public – Agenda Items: None

A break was taken at 1035 hours. The meeting was called to order again at 1042 hours.

Discussion/Information and Action: proceeded regarding review and tentative approval of the fiscal year 2025/2026 Tonto Basin Fire District (Tbfd) budget as presented by Chief James Stoltenberg and Ben with JVG. The proposed budget is in the amount of \$2,377,842 at the tax

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levy limit of \$3.75. Following discussion on the proposed budget a motion was made by Board Member John France to tentatively approve the fiscal year 2025/2026 budget of \$2,377,842 at the tax levy limit of \$3.75. The motion was seconded by Board Member Deb Morris. The vote to tentatively approve the fiscal year 2025/2026 TBFD budget was unanimous.

Discussion/Information and Action: proceeded regarding review of the Brush Truck Chassis replacement as presented by Chief Stoltenberg. At present the Chief has not been able to find a chassis that will work for the District. The Chief is continuing to work with Horne Ford to find a replacement chassis. Following discussion on the chassis replacement a motion was made by Board Member John France to table the Brush Truck Chassis replacement until the June Board Meeting. The motion to table the Chassis replacement was seconded by Board Member Deb Morris. The vote to table the Brush Truck Chassis replacement until the June Board meeting was unanimous.

Discussion/Information and Action: proceeded regarding review and approval on providing fire service to “The Ranch at Salt River” located just past Apache Lake as presented by Chief Stoltenberg. The Chief presented a “Will Serve Letter” that the Chief and the Tonto Basin Fire District (TBFD) attorney had prepared for “The Ranch at Salt River (“The Ranch”).” The letter would provide fire services to “The Ranch” without a guaranteed response time and is dependent on the availability of TBFD resources. The letter also highlights that TBFD will not respond to medical emergencies since this is within the Medical Certificate of Necessity with American Medical Response. The letter also highlights that response fees will apply. Board Member Deb Morris noted that she would like to see “The Ranch” sign off on the fee schedule to ensure TBFD is covered. Board Member John France noted that he would like to see some verbiage added to the letter ensuring that “The Ranch” has annual maintenance and testing performed and that the records are provided to TBFD. Following further discussion on providing fire service to “The Ranch” a motion was made by Board Member John France to approve a “Will Serve Letter” to “The Ranch at Salt River” for fire services with the two noted changes/additions as above and for Chief Stoltenberg to send the “Will Serve Letter” to “The Ranch” once the changes/additions are included. The motion was seconded by Board Member Brian Nail. The vote to approve the “Will Serve Letter” for fire services to “The Ranch at Salt River” with the two changes/additions was unanimous.

Discussion/Information: proceeded regarding discussion and next steps on the Fire Chief’s annual review. The Board will use the same “Fire Chief Annual Evaluation” template that was used in 2024. Each Board Member should fill out their feedback on the Chief’s performance during 2024 and send a copy of this to Board Chairman John France no later than July 7, 2025. The feedback will be reviewed with the Chief at the July TBFD Board Meeting. No action taken.

Call to the Public – Non-Agenda Items: It was noted that the June and July TBFD Board Meetings will both be moved to the third Wednesdays of the month at 0930 hours due to other constraints. The June Board Meeting will be held on June 18, 2025 at 0930 hours and the July Board Meeting will be held on July 16, 2025 at 0930 hours.

Board Member Deb Morris brought up her desire to have a Recognition Board for community members who helped with the New Station #1 build. Chief Stoltenberg did state that the Fire Fighters Association and the Chief are moving the “Recognition” and “In Memory” plaques from the old Station to the new Station #1. These plaques including recognition for the supporters of the new Station #1 build will be rolled out at a future Board Meeting.

Adjournment: There being no further business to come before the Board a motion to adjourn the meeting was made by Board Member Brian Nail and seconded by Board Member Cliff Metz. The vote to adjourn was unanimously adopted and the meeting adjourned at 1143 hours.