

MINUTES OF TONTO BASIN FIRE DISTRICT
BOARD OF DIRECTORS MEETING
Work & Regular Session
April 20, 2023

Call to Order: This work and regular session Board Meeting was called to order at 1303 hours by Chairman John France at Tonto Basin Fire Station #1, 46189 N AZ Highway 188, Tonto Basin, AZ.

Pledge of Allegiance: Lead by John France.

Roll Call of Board Members: The following Board Members were present: Chairman John France, Clerk Debra “Deb” Morris, and Board Members Robert Cooper and Keli Smith. Secretary/Treasurer Troy Hvidsten were absent.

Also Present: Chief John Wisner and Ben Archer-Clowes “Ben”. Administrative Assistant Stormi Ewing at 1400.

Work Session

Discussion/Information and Action: proceeded regarding first draft of budget for FY 2023-2024. Ben presented the Board with a power point presentation for the budget. After much discussion on changes on; line items, pay increases, grants and/or lease purchases, schedules and/or personnel changes for next year’s budget. They are looking at being able to do another pay raise, buy the new ambulance, buy some new safety equipment and electronics and software that are much needed. No action taken. Work session ended at 1428 and break was taken before starting the regular session.

Regular Session started at 1437 hours.

Reading and Approval of the March 16 & 29, 2023 Meeting Minutes: Following the review of the prior meeting minutes, upon motion to approve, the minutes was duly made by Board Member Keli Smith and 2nd by Board Member Robert Cooper. Meeting Minutes were adopted and unanimously approved.

Reports and Correspondence: The Chief’s Report, as distributed at this meeting, were presented by Chief Wisner. Discussions ensued on the items as presented. Ben presented the financial reports, as follows are 3/31/2023 ending balances:

National Bank:	\$ 59,689.76
Warrant Account:	\$ 474,539.79
Capital Reserve Account:	\$ 432,371.52

The Chief’s Report and Financial Reports were presented to the Board. A motion was made to accept the Chief’s Report and Financial Reports as presented by Board Member Deb Morris and 2nd by Board Member Robert Cooper. The vote was unanimous.

Call to the Public None

Discussion/Information and Action: proceeded regarding approval/acceptance of 2021-2022 fiscal year audit, presented by Saunders Co. Administrative Assistant Stormi Ewing showed the reply from the auditors about needing our Audit by this board meeting and Jim Saunders stating to remove them from this meeting and it would be next month. After more discussion regarding this a motion was made to table this item until next month’s meeting by Board Member John France and 2nd by Board Member Deb Morris, vote was unanimous.

Discussion/Information and Action: proceeded regarding approval of Employment Agreement for Fire Chief between the District and Shawn Western. Agreement was presented to the Board after approval from attorney Daisy Flores and signed by all parties. A motion was made to accept

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and approve the Agreement by Board Member John France and 2nd by Board Member Deb Morris, vote was unanimous.

Discussion/Information and Action: proceeded regarding approval of policy to adjust/write-off uncollectible debt incurred from ambulance. Admin. Assist. Stormi Ewing and Ben with James Vincent Group presented the Board with a draft of the policy and what they intended to add to the policy that meets the Districts needs. They stated they should have the full policy ready for approval by the next meeting. Motion was made to table this item until next regular meeting by Board Member John France and 2nd by Board Member Robert Cooper, vote was unanimous.

Discussion/Information and Action: proceeded regarding approval of Lease-purchase Agreement for new ambulance that the District ordered with Zion Bank. The agreement was presented to the Board for 100k down payment out of Capitol Reserve account and for a 7-year term at an annual payment of \$ 29,397.45. Admin. Assist. Stormi Ewing stated to the Board that we didn't get the agreement in time to have the attorney's approval prior to this meeting. After discussion a motion was made to approve the agreement pending the District's attorney's approval, once the attorney approves the Admin. Assist. would schedule a time for the pertinent people to sign the document and get back to Zion Bank in time to purchase the new ambulance. Motion was made by Board Member Keli Smith and 2nd by Board Member Deb Morris, vote was unanimous.

Discussion/Information and Action: proceeded regarding presentation from Tonto Basin Firefighter's Association for a Brick Memorial/Donation Wall to be built at Station 91's property. Approval for Wall. The Firefighter's association members, Tristan McBlane, Todd Spitzer, and Thomas Young were present to explain to the Board their intentions for the wall and to ask for approval to build wall at Station 91 and possibly Station 96. It was stated that after the Association did their campaign and received the necessary permits, if any, from the county they would come back to the Board for approval of what and where to put the wall. A motion was made to allow the Association to move forward with project and allow the members to put a wall on Fire District property by Board Member John France and 2nd by Board Member Deb Morris, vote was unanimous.

Call to the Public: None

Adjournment: There being no further business to come before the board meeting, upon a motion made by Board Member Deb Morris and 2nd by Board Member John France and was unanimously adopted, the meeting adjourned at 1557 hours.