

**MINUTES OF TONTO BASIN FIRE DISTRICT**  
**BOARD OF DIRECTORS MEETING**  
Regular Session  
July 20, 2023

**Call to Order:** This work and regular session Board Meeting was called to order at 1507 hours by Chairman John France at Tonto Basin Fire Station #1, 46189 N AZ Highway 188, Tonto Basin, AZ.

**Pledge of Allegiance:** Lead by James Stoltenberg.

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

**Also Present:** Fire Chief James Stoltenberg, Administrative Assistant Stormi Ewing, and Ben Archer-Clowes “Ben”.

**Awards & Recognition:** John Wisner was not able to attend, this item will be moved to the next meeting.

**Reading and Approval of the June 15, 2023 Meeting Minutes:** Following the review of the prior meeting minutes, upon motion to approve, the minutes was duly made by Board Member Deb Morris and 2<sup>nd</sup> by Board Member Cliff Metz. Meeting Minutes were adopted and unanimously approved.

**Reports and Correspondence:** The Chief’s Report, as distributed at this meeting, were presented by Chief Stoltenberg. Discussions ensued on the items as presented. Ben presented the financial reports, as follows are 6/30/2023 ending balances:

National Bank:	\$ 35,164.48
Warrant Account:	\$ 443, 398.32
Capital Reserve Account:	\$ 333, 269.24

Chief Stoltenberg asked the Board if we could remove the COVID stats off the Chief’s Report and add a separate Fleet Report. Ben asked the Board to sign the Adopted Budget form to be sent out and posted. Chairman France and Clerk Morris signed document. Board Member Deb Morris made the motion to remove the COVID stats from the report and was 2<sup>nd</sup> by Board Member John France, vote was unanimous. The Chief’s Report and Financial Reports were presented to the Board. Chief Stoltenberg also presented the Board with the list of fleet vehicles that we have repaired and still need to repair as well as all the tires that need purchased for the safety of our patients and personnel. Ben agreed that this would be possible out of the Capital Reserve account. And Chief asked if the Board was in agreement with a 6-to-7-year tire lifespan for replacement and wanted to let them all know why he was going to need to make this large purchase of tires. He stated that if the any Board Member wanted something different done, we could make it an agenda item for the next meeting. The Board stated they did not need an agenda item and thanked him for the information. A motion was made to accept the Chief’s Report and Financial Reports as presented by Board Member Deb Morris and 2<sup>nd</sup> by Board Member Cliff Metz. The vote was unanimous.

**Call to the Public** None

**Discussion/Information and Action:** proceeded regarding approval/acceptance of Resolution Letter for 2023-2024 Budget approval date 7/20/23. Administrative Assistant Stormi Ewing explained that this letter allows the District to use current fiscal year funds to pay invoices from the prior fiscal year for the County account. Motion to approve was made by Board Member John France and 2<sup>nd</sup> by Deb Morris, vote was unanimous. Ben stated that he didn’t think we needed to do that anymore, that signing the budget was enough. Admin. Assist. explained the purpose of the

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letter and had him read it again to make sure. They agreed that it would help to not lose funds when transferring into a new fiscal year.

**Discussion/Information and Action:** proceeded regarding approval for surplus fleet disposal. Chief Stoltenberg presented the Board with a spreadsheet of all our fleet and their repairs needed and problems. After much discussion a motion to authorize Chief Stoltenberg to dispose of vehicles listed: 631, T1, staff vehicles 352 & 353, and possibly dispose of the chassis for B966 (641). Motion was made by Board Member Keli Smith and 2<sup>nd</sup> by Board Member Robert Cooper, vote was unanimous.

**Discussion/Information:** proceeded regarding the National Bank Signature Cards for Board Members for Payroll Checks. Administrative Assistant explained to the Board that Ben with JVG wanted all payroll to be taken out of the National Bank account moving forward and that in order to do this all-Board Members would need to give their personal information and sign another signature card for National Bank. She stated Chairman France was already on the account and would need to add the other four. Or we could keep it the people that were approved to be the main signers, months back. After much discussion we agreed to follow normal protocol and have all Board Members on the account. No action taken.

**Call to the Public:** None

**Adjournment:** There being no further business to come before the board meeting, upon a motion made by Board Member John France and 2<sup>nd</sup> by Board Member Deb Morris and was unanimously adopted, the meeting adjourned at 1618 hours.