**PONDEROSA FIRE DISTRICT (PFD) GOVERNING BOARD**

**REGULAR BOARD MEETING**

Held October 15, 2020

at Ponderosa Fire District Station 82

11951 W. Shadow Mountain Drive

Bellemont, AZ 86015

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Call to Order/Roll Call:** Chairman Christian called the regularly scheduled Board meeting to order at 6:02 p.m.

**Members Present: Members Absent:**

|  |  |
| --- | --- |
| Mark Christian, Chairman  Kurt Wildermuth, Vice-Chairman  Julie Mabry, Clerk  Marina Mitchell, Member | Thomas Humphrey, Member |

**Fire District Personnel Present:**

|  |
| --- |
| Lee Antonides, Fire Chief |

**Members of the Community: Guests:**

|  |  |
| --- | --- |
|  | Paul Fox, Manager with Stephens & Co. |

1. **Pledge of Allegiance**
2. **Call to the Public –** None.
3. **Approval of Minutes**
   1. *Review of Regular Board Meeting minutes of Thursday, September 24th, 2020*

Action: stand approved as written.

1. **Financial Reports** 
   1. *Discussion and possible action regarding fiscal year-end financial reports – September 30th*

Paul Fox stated we ended on September 30th, 2020 with $486,000 cash, $50,000 is in the General Fund, the rest is in the Capital Project Funds. The is a small amount of payroll tax liability. The Pension Liability is $33,000 which is actively trying to be resolved. $23,000 in Liabilities and will be paid off in December. For the Month; $63,392 in expenses and depreciation. Total receipts for services are $2,400 and $16,000. The cash projections for September are looking good for Revenue, with extra money not budgeted for. We are projecting for $70,000 over in Wages due to assignments. The Capital Budget is still outstanding but that will be paid off soon. There is a decrease of $233,000 in cash, which relates to the Capital Budget but we will end with about $400,000 in cash.

Action: No Action Taken

1. **Chief’s Summary and Report**
   1. We have run 255 requests for services, we are down 29 calls from last year. We are getting fairly consistent where if we are not running calls back-to-back, we are running more than one call at a time. A Conex box for storage, which was approved last year by the board, came in and was set-up by Ponderosa Fire District Staff out by the main parking lot. As of right now we only have one complaint from a resident about it being located there and visible to the public. An award was presented to Julie Mabry for her service as Ponderosa Fire District Board Member and Ponderosa Fire District Board Clerk from March 2017 – October 2020. Awards will also be given to Marina Mitchell and Carrie. On Tuesday of last week, we had an employee who came into the office feeling fine, with no symptoms and then woke up Wednesday not feeling well, she got tested and her results came back Positive for COVID-19. She is off work at this time but since Chief Ofstie and I both worked with her, we were in quarantine from Thursday, Oct 8, 2020 morning until Today, Thursday, Oct 15, 2020. We self-quarantined, we each tested twice once on Thursday, and one on Monday. Both Tests were negative for Chief Ofstie and me, so per CDC guidelines, we were cleared to come back to work. Since we had that close call we will be locking the station down to the public. Appointments will be made with Board members for duties including, signing checks while maintaining COVID-19 guidelines. I recommend keeping all board meetings virtual through the end of the year. Chairman Christian agrees to keep the board meeting virtual and re-discuss it in December.
2. **Possible Executive Session –** *The Board may vote to go into an Executive Session on any agenda item, which will not be open to the public, pursuant to A.R.S. 38-431.03(A)(3)*
3. **Adjournment –** At 6:27 p.m. Member Wildermuth made a motion to adjourn the October 15th, 2020 Regular Board Meeting, Clerk Mabry seconded; unanimous.

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

Mark Christian, Board Chairman