

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

Held June 17th, 2021
at Ponderosa Fire District Station 82
11951 W. Shadow Mountain Drive
Bellemont, AZ 86015

1. **Call to Order/Roll Call:** Member Wildermuth called the regularly scheduled Board meeting to order at 6:00 p.m.

Members Present:

Mark Christian, Chairman Kurt Wildermuth, Vice-Chairman Rick Tomjack, Member Marina Mitchell, Member Thomas Humphrey, Member
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Members Absent:

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Fire District Personnel Present:

Lee Antonides, Fire Chief Morgan Owen, Office Admin
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Members of the Community:

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Guests:

Paul Fox, Manager with Stephens & Co.

2. **Pledge of Allegiance**

3. **Call to the Public – NONE**

4. **Approval of Minutes**

a. *Review of Regular Board Meeting minutes of Thursday, June 17th, 2021*

Action: Stand approved as written.

5. **Financial Reports**

a. *Discussion and possible action regarding fiscal year-end financial reports – June 30th, 2021*

i. Paul discussed the Financial reports ending June 30th, 2021.

Action: Clerk Thomas Humphrey made a motion to accept the financial documents ending June 30th, 2021, Member Marina Mitchell seconds. Unanimous.

6. **Chiefs Summary and Report**

a. Chief Lee reported the annual number of calls and incident reports. Year-to-date there have been 203 requests for service, up 40 since last year. 41 requests for service since the last board meeting. Due to traffic on the I-40 we have received 3 walk-ins. This month the department is focusing on master streams and extrication training. Both the Assistance to Firefighter Grant (AFG) and Governor's Office of Highway Safety (GOHS) grants have been submitted. We will not hear from them until possibly late August or late September. PFD has had 3 subscriptions since the last board meeting, totaling \$1,600.45. There has been no change or updates to the residential and commercial

development within the district since the last board meeting. With the combination of out-of-district billing and subscriptions, deposits this month have totaled roughly \$22,082.41.

7. Old Business

a. Discussion and possible action regarding the revisions made to the 20.09 Accident Reporting and Investigation.

- i. The board members wanted to see some verbiage change and ask questions to better understand the policy. They want to see changes made and revisit it next month with the reporting forms included.

Action: Tabled. With all the changes, this will be resubmitted next month for review.

8. New Business

a. Discussion and possible action regarding Annual Renewal of the Coconino County Attorney Legal Representation for FY 2021-2022.

- i. Arizona Law provides the County Attorney may advise and represent a fire district if it is in the best interest of the County Attorney and does not create a conflict of interest. A relationship has already been established with the County Attorney, this resolution will continue the attorney-client relationship and representation for another year.

Action: Member Rick Tomjack made a motion to continue the attorney-client relationship with the Coconino County Attorneys' office, Clerk Thomas Humphrey seconds, unanimous.

b. Discussion regarding the current out-of-district.

- i. Office Assistant Morgan Owen created a spreadsheet showing the current rate of out-of-district billing. Board Member Rick Tomjack asked some questions pertaining to the old system and exactly how bills are sent out. Morgan also discussed the recovery companies we use, as well as how collections work

Action: No action need, this was purely discussion.

9. **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)*

10. **Adjournment** – At 7:35 p.m. Member Kurt Wildermuth made a motion to adjourn the June 17th, 2021 Regular Board Meeting, member Marina Mitchell seconded; unanimous.

Mark Christian, Board Chairman