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

**REGULAR BOARD MEETING**

Held June 16th, 2022, at 6 pm

at Ponderosa Fire District Station 82

11951 W. Shadow Mountain Drive

Bellemont, AZ 86015

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

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

**Members Present: Members Absent:**

|  |  |
| --- | --- |
| Kurt Wildermuth, Vice-Chairman  Rick Tomjack, Member  Thomas Humphrey, Clerk | Mark Christian, Chairman |

**Fire District Personnel Present:**

|  |
| --- |
| Lee Antonides, Fire Chief  Morgan Owen, Office Admin  Chris Jeffers, Captain  Clayton Cooke, Lieutenant |

**Members of the Community: Guests:**

|  |  |
| --- | --- |
| Joanie Raetzel – PAC (Parks Area Connection)  George Chambers - PAC | Paul Fox, Manager with Stephens & Co.  Tricia + James Saunders with Saunders Company |

1. **Pledge of Allegiance**
2. **Call to the Public – NONE**
3. **Approval of the Fiscal Year 2021 Audit**
   1. **Discussion and possible action regarding approving the Fiscal Year 2021 Audit.** 
      1. Mr. Jim Saunders presented to the board the finalized audit and opinion found by Saunders Company. The board found no issue with the audit.

Action: Member Rick Tomjack made a motion to accept the Fiscal Year 2021 Audit, and Vice Chairman Kurt Wildermuth seconded the motion. Unanimous.

1. **Financial Reports** 
   1. **Discussion and possible action regarding fiscal year-end financial reports – May 31st, 2022.**
      1. Mr. Paul Fox presented the statement of net assets and cash flow statement to the board. The board had no questions or issues with the financials.

Action: Vice-Chairman Kurt Wildermuth made a motion to accept the financial reports ending May 31st, 2022. Member Rick Tomjack seconded the motion. Unanimous.

1. **PUBLIC HEARING FOR THE FISCAL YEAR 2023 BUDGET APPROVAL**

Vice-Chairman Kurt Wildermuth called the hearing to order at 6:30

* + 1. **Discussion and possible action regarding approving the Fiscal year 2023 Budget.** 
       1. The budget was posted for public review for 30 days, but no response was received from the public for any changes. The board had no issues with the budget presented.

Action: Vice-chairman Kurt Wildermuth made a motion to approve and accept the fiscal year 2023 budget as presented, Clerk Thomas Humphrey seconded the motion. Unanimous.

Vice-Chairman Kurt Wildermuth adjourned the hearing at 6:38

1. **Approval of Minutes** 
   1. **Review of Regular Board Meeting minutes of Thursday, May 19th, 2022.**

Action: Stand approved as written.

1. **Chiefs Summary and Report**
   1. PFD has finalized the hiring process for 4 additional personnel with tentative start dates in July. Alec Chepeus will be leaving for the Glendale Fire department come in August. We are hiring his replacement now to train all new hires at the same time. The Type 6 Engine is currently on the Pipeline Fire with three district personnel.
2. **Old Business**
   1. **Discussion and possible action regarding policy 70.02 Exemptions to Out-of-District Billing.**
      1. Vice-Chairman Kurt Wildermuth decided to take this off the agenda until the County Attorney has advised on the policy.

Action: No Action.

1. **New Business**
   1. **Discussion and possible action regarding raising the Fire Chief’s spending limit without the board’s approval to $7,000.**
      1. The board discussed the reasoning behind raising the Fire Chief’s spending limit. The previous limit is $2,500. They all agreed it made sense for emergency operations and equipment needs and would not like to be the reason a decision cannot be made if there is no quorum of members available.

Action: Member Rick Tomjack made the motion to raise the Fire Chief’s spending limit from $2,500 to $7,000 for emergency operations and equipment repair with the notion the Fire Chief will notify the board via email after each purchase of over $2,500. Vice-chairman Kurt Wildermuth seconded the motion. Unanimous.

* 1. **Discussion and possible action regarding renewing with 7710 Insurance for workers compensation.**
     1. 7710 is our current workers’ compensation policy, this is an extension of the VFIS insurance that we currently hold.

Action: Vice-chairman Kurt Wildermuth made a motion to renew with 7710 for workers’ compensation. Member Rick Tomjack seconded the motion. Unanimous.

* 1. **Discussion and possible action regarding board members’ terms, elections, and reappointing.**
     1. Board members were notified of their term expiration dates. The county elections have advised on the process for board member elections; however, more information will be given to the board members whose terms expire this year after a meeting with the county elections office.

Action: No action.

* 1. **Discussion and possible action regarding repairing the chipper.**
     1. The chipper has been down for a couple of months pending repair. The initial quote for repair was $10,000. PFD shopped around for a better quote and received one for $7,300.45. The board agreed to limit the spending to $7500.

Action: Member Rick Tomjack made a motion to pay for the chipper to be repaired and for the cost not to exceed $7500. Vice-Chairman Kurt Wildermuth seconded the motion. Unanimous.

* 1. **Discussion and possible action regarding renewing audit services with Saunders Company.**
     1. Saunders Company offers a three-year agreement for auditing services. The first year of the agreement cost would be $8,400 and the final two years’ costs would be $8,800. Saunders Company is one of the few that specializes in fire districts. The board found no issue with renewing and wanted to stay with a company that knows the department.

Action: Member Rick Tomjack made a motion to renew auditing services with Saunders company for the next three years. Clerk Thomas Humphrey seconded the motion. Unanimous.

* 1. **Discussion and possible action regarding moving funds from the capital fund to the general fund for a down payment on the new type 6 engine.**
     1. These funds would be a down payment to get started on a new type 6 engine. Fire Trucks Unlimited had allowed the district to have discretion with how much to put down initially. Chief Antonides felt $10,000 would be sufficient to put down towards a type 6 engine. The board agreed with the amount for a down payment. The funds would be transferred from the capital fund and paid back to that account later in the year.
        1. Action: Clerk Thomas Humphrey made a motion to move $10,000 from the capital fund into the general fund for a down payment on the new type 6 engine from Fire Trucks Unlimited. Vice-chairman Kurt Wildermuth seconded the motion. Unanimous.

1. **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)*
2. **Adjournment –** At 7:19 p.m. Vice-chairman Kurt Wildermuth made a motion to adjourn the June 16th, 2022, Regular Board Meeting, Clerk Thomas Humphrey seconded; unanimous.

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

Mark Christian, Board Chairman