



TIMBER MESA FIRE AND MEDICAL DISTRICT

The regular session of the Timber Mesa Fire and Medical District was convened December 21, 2020 at approximately 3:00 pm at the Timber Mesa Fire and Medical District Administration Building, located at 3561 East Deuce of Clubs, Show Low, AZ 85901.

BOARD MEETING

1. **CALL TO ORDER** Chair Paul Wyatt called the meeting to order at approximately 3:00 pm.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL OF BOARD MEMBERS** – Chair Paul Wyatt, Clerk Dennis Hughes, Member Jamie Adams, and Member Amy Kay were present.

4. **APPROVAL OF MINUTES**

Regular Session of November 23, 2020

Member Amy Kay motioned to approve the Regular Session minutes from November 23, 2020, and Clerk Dennis Hughes seconded the motion. The vote was unanimous, and the motion carried.

5. **CALL TO THE PUBLIC**

None

6. **REPORTS AND CORRESPONDENCE**

- A. Fire Board Report – None. Chief Chevalier gave an update on Chief Savage. He is still out sick.
- B. Fire Chief's Report – Report included in the packet. Update on CON was given by Mr. Gabe Buldra.
- C. Administrative Services Report – Report included in the packet.
- D. Operations, Medical Services and Training Report – Report included in the packet. Chief Livermore gave an explanation on what a drop engine was, a good intent call and a deck gun.
- E. Logistic, Support Services and Fleet Maintenance report – Report included in the packet.
- F. Prevention and Community Risk Reduction report – Report included in the packet. Chief Russell gave an update on hydrant testing in the White Mountain Lake area.

7. **ANNOUCEMENTS**

- a. Paul Wyatt, Amy Kay, and Jamie Adams were sworn in as board members.
- b. Captain Billy Rova and Captain Taber Heisler presented a plaque to Ms. Joy Owens. She graciously allowed her ponds to be used for the Engineer academy as the City of Show Low was unable to provide the water needed for the testing process.
- c. Chief Wood and Chief Livermore presented a plaque to the Engineer Academy cadre for the work they did in developing a successful program.

8. BUSINESS

A. Board Training: The Fire District's attorney will review the requirements of the open meeting law with the members of the Board

No action taken. New Board members will still need to attend the statutory requirement training. There are some upcoming dates over the next few month. Will keep the Board informed of the dates.

B. Discussion and Possible Action: Board officer elections: per the Board bylaws, the current Board Clerk assumes the position of Chairperson and the Board will nominate, and elect a new Clerk

Chair Paul Wyatt asked for a nomination. Clerk Dennis Hughes nominated Member Amy Kay as Clerk of the Board. Chair Paul Wyatt seconded the motion. Chief Chevalier stated he spoke with legal counsel and the recommended motion should include that Clerk Dennis Hughes is taking the seat of Board Chair. Clerk Dennis Hughes amended his motion. Clerk Dennis Hughes moved that he assume the role of Chairperson and happy to accept the nominations for Clerk from the remaining members of the Board and nominate Member Amy Kay to the position of Board Clerk. Member Paul Wyatt seconded the motion. The vote was unanimous, and the motion carried.

C. Discussion and Possible Action: November 2020 financial reports

Gabe Buldra, Principal for James Vincent Group, presented the monthly financials for November 2020. He discussed the key points of which included revenues and expenses for the District. Revenue for November was \$1,451,589 which is over budget by \$17,177. Expenses for November were \$974,572 which was over budget by \$96,818. Year-to-Date totals were presented with Mr. Buldra giving an explanation. Chair Dennis Hughes asked if the District was reimbursed for wildland expenses. Mr. Buldra gave an explanation on the reimbursements for personnel and equipment. Member Paul Wyatt asked how much the bond election cost. Mr. Buldra gave the rough estimate of \$38,000.00. Chair Dennis Hughes commented on the cash flow position. Mr. Buldra stated that the amount is based on the current budget not the new amended budget.

Clerk Amy Kay moved that we approve the financial reports for the month of November 2020 as presented, and Member Paul Wyatt seconded the motion. The vote was unanimous, and the motion carried.

D. Public Hearing: The Board will consider any comments from the public regarding the amended budget

Public hearing opened at 3:31 pm.

No public spoke

Public hearing closed at 3:31 pm.

E. Discussion and Possible Action: Final approval of an amended budget for fiscal year 2020-2021 to include additional revenues and expenses from the Fire District's ambulance operations and grant related funds and expenditures

Chair Dennis Hughes asked if there had been any changes since the November board meeting. Chief Chevalier said the only change was the label for the Training Site Development under the Capital Requests and that the amounts had not changed. The budget had been posted to meet the statutory requirements. There were no other questions.

Member Paul Wyatt moved that we approve the amended budget for the Timber Mesa Fire and Medical District for Fiscal Year 2020-2021 as presented in the amount of \$13,931,708, and Chair Dennis Hughes seconded the motion. The vote was unanimous, and the motion carried.

F. Discussion and possible Action: Extending the FEMA leave code for those employees who are exposed to or who have contracted the COVID-19 virus and are required to be off from work through the calendar year 2021

Chief Chevalier reminded the Board of the adoption of the FEMA code due COVID. The District is reimbursed through FEMA and had no idea of the duration of COVID. The District would like to continue to use the FEMA code to track for reimbursement. Chair Dennis Hughes asked if the District has received any reimbursements. Chief Chevalier said the District has applied and have received reimbursements. Mr. Buldra said so far, the District has received \$10,800 in reimbursements.

Chair Dennis Hughes moved that we approve extending the FEMA leave code for our employees who are affected by COVID and thus required to be away from work through the end of the calendar year 2021, and Clerk Amy Kay seconded the motion. The vote was unanimous, and the motion carried.

9. New Agenda Items:

None

10. Adjournment

Thereafter, Chair Dennis Hughes declared the public session adjourned at approximately 3:36 pm.

Board Clerk *Amy Kay*

Date *25 Jan 2021*