

Mayer Fire District
Regular Meeting Minutes
Wednesday, January 20, 2021 4:30PM
Mayer Fire Administration

1 *Call to order*

Chairperson Baca called the meeting to order at 4:39 P.M.

2 *Pledge of allegiance*

3 *Roll Call of members*

Present were Chairperson Baca, Acting Clerk Junkins, Member Provinzano, Member Montgomery telephonically. Member Madsen was not present.

4 *Call to the public. (The Fire Board can only respond to items on the Agenda, Comments limited to two minutes each.)*

There was no public comment.

5 *Chief's Report:*

a) *Monthly and year-to-date financials*

Chief McGhee reviewed his monthly report with the Board. A copy of this report is filed with the packet for this meeting.

He also shared that a check in the amount of \$119,086.75 from the State had been received today for reimbursement of wildland expenses.

The expense for the Transwestern pipeline will be on next year's budget. The budget process will need to determine if we will make one payment or divide it into five payments with a 2% interest charge.

b) *Current event report*

In addition to the report, Chief McGhee stated that all employees have been offered a Covid-19 vaccination. Less than half have accepted.

6 *Mayer Chapter of the International Association of Firefighters (IAFF) Local #3066 (the Union) report*

There was nothing new to report.

7 *Consent Agenda*

Acting Clerk Junkins motioned to accept the Consent Agenda items a-h. Chairperson Baca seconded the motion. The vote was Aye 4, No-0. All present voting Aye. Motion carried.

8 *Acceptance of the Joint Management Agreement with Williamson Valley Fire District*

Chief McGhee reviewed two changes that the Williamson Valley Fire Board requested. Mayer Fire District Attorney Doug Fant approved the changes.

Acting Clerk Junkins motioned to accept the Joint Management Agreement (JMA) with Williamson Valley Fire District (WVFD). Chairperson Baca seconded the motion.

Member Provinzano motioned to amend the original motion. He motioned to accept the JMA with WVFD with Chief Smith going into effect today and Chief McGhee would be Assistant Chief reporting to Chief Smith. Chairperson Bacs seconded the motion.

It was pointed out that Mayer Fire District (MFD) does not yet have a contract with WVFD for the Chief's service.

Chief McGhee voiced a concern about the budget in this scenario.

Chief Smith assumed the agreement would be effective February 1, 2021.

Acting Clerk Junkins had assumed it would be effective upon Chief McGhee's retirement April 30, 2021, with some overlap for orienting Chief Smith to the district operations.

Attorney, Doug Fant, suggested an implementation date on the beginning of a month for ease of accounting. The quarterly payroll for Chief Smith would be prorated for the partial quarter.

Member Provinzano retracted his motion.

**There was a vote on the original motion to accept the JMA.
The vote was Aye-4, No-0. All present voting Aye. Motion carried.**

Acting Clerk Junkins motioned for an effective date of February 1, 2021. Chairperson Baca seconded the motion.

Chief McGhee voiced his confidence in Chief Smith's promise of fair and equitable billing for the partial quarter and burden of responsibilities in the transition period.

The vote was Aye-4, No-0. All present voting Aye. Motion carried.

Chief Smith briefly stated the steps to have the agreement recorded with the County.

Chief McGhee congratulated Chief Smith.

Chief Smith thanked the Board for placing their confidence in him.

9 *Acceptance of the fiscal year ending June 30, 2019 Annual Audit presented by Walker & Armstrong, LLP (Jay Parke will appear telephonically)*

Jay Parke reviewed the audit with the Board stating that the District has done a great job in building cash. He went through 3 documents presented to the Board regarding the audit, highlighting the clean opinion, the current basis of accounting, which is cash basis, not accrual, and the cash received and disbursed in the fiscal year. The cash balance has gone up, which is the goal.

For consideration of future audits, he pointed out that there are a lot of balances related to debts that are not reflected on the financial statements. It may be useful at some point to switch to an accrual basis accounting so that those balances get reported in the financial statement. Mr. Parke recommends this for 2020.

Regarding the report on internal control, there was a repeat finding from the previous audit to improve segregation of duties. It has since been corrected.

The letter to the Board informed that there were no difficulties in completing the audit, there were no disagreements with management in performing the audit. There were three items for recommendation.

Acting Clerk Junkins motioned to accept the fiscal year ending June 30, 2019 Annual Audit presented by Walker & Armstrong, LLP the audit. Chairperson Baca seconded the motion.

The vote was Aye-4, No-0. All present voting Aye. Motion carried.

10 *Revision to Bensch Ranch Fire Sprinkler Requirements, Section 6.14 to remove "Sprinkler Systems are required at the Bensch Ranch"*

Chief McGhee explained that there is no "code" that can require homes to have sprinkler systems. The fire chief at the time the subdivision was established made this requirement. Fain Group, which owns 51% of Bensch Ranch, submitted a letter requesting MFD remove the current unenforceable requirement for sprinkler systems.

Chairperson Baca motioned to rescind past Board motions or resolutions requiring residential sprinklers and that structures in Mayer Fire District must meet Yavapai County building and fire code. Acting Clerk Junkins seconded the motion.

The vote was Aye-4, No-0. All present voting Aye. Motion carried.

11 *Fundraiser for firefighters second set of turnouts*

Tabled. No activity.

12 *Future Agenda items*

Item 11, SAFR grant, and other grants including highway safety grants, homeland security grants

13 *Future meeting dates*

The next regular board meeting is scheduled for Wednesday, February 17, 2021 at 4:30P.M.

14 *Adjournment*

Acting Clerk Junkins motioned to adjourn the meeting. Chairperson Baca seconded the motion. The vote was Aye-4, No-0. All present voting Aye. Motion carried.

Chairperson Baca adjourned the meeting at 5:53 P.M.

Clerk Madsen *3/17/2021*
Date