

**MINUTES OF REGULAR MEETING OF THE
RINCON VALLEY FIRE DISTRICT GOVERNING BOARD MEETING
HELD OCTOBER 17, 2019**

A public meeting of the Rincon Valley Fire District Governing Board was convened on **OCTOBER 17, 2019 at 6:00 P.M.** at RVFD Station 2; 14550 E. Sands Ranch Rd. Vail, AZ 85641. Present at the meeting were the following members of the Rincon Valley Fire District Governing Board: Chairperson Michelle Harrington, Clerk Mark Tate, Member Jennifer Spears, and Member Christopher Klasen.

The following matters were discussed, considered and decided at the meeting:

1. Call to Order at 6:00 P.M by Chairperson Harrington

A. Roll Call - Chairperson Michelle Harrington	present
Clerk Mark Tate	present
Member Jennifer Spears	present
Member Chris Klasen	present telephonically

- Also attending – Fire Chief Jayme Kahle and Administrative Manager Laura Bucklin. RVFD Attorney Donna Aversa attended telephonically. (Sign-in sheet attached).

2. Pledge of Allegiance – Chairperson Harrington lead the pledge of allegiance.

3. Date of next meeting scheduled for November 21, 2019 at 6:00 P.M.

- Confirmed by all board members. Member Klasen may have to attend telephonically.

4. Call to the Public

- A property owner sent a thank you note to the crew for helping with a lifting assist and wanted to thank Administrative Assistant Frances Belander for her assistance in preparing paperwork for the annexation process.
- An email from a resident wanted to thank B-Shift for their professionalism and interpersonal skills while responding to an incident.
- A Citizen Information Card was filled out by Daric Morton to address the Board regarding information on filling the Board vacancy. Chairperson Harrington welcomed him and asked that he stay for the entire board meeting, as there will be discussions regarding this topic later on the agenda.

5. Consent Agenda

Approval of Consent Agenda – Motion by Clerk Tate, second by Member Spears to approve all items on the Consent Agenda. Motion passed 4 to 0.

A. Approval of the Minutes of the September 16, 2019 Regular Board Meeting.

- B. Approval of the Minutes of the September 16, 2019 Executive Session – Lawsuit Update. (No Executive Session was held. RVFD Attorney Donna Aversa stated they do not have a settlement yet.)
- C. Approval of the Minutes of the October 3, 2019 Special Meeting.
- D. Approval of the Minutes of the October 3, 2019 Executive Session – Lawsuit Settlement.
- E. Approval of Resolution #20-073 – Gooch Annexation (13695 E Greystokes Dr.)
- F. Approval of Resolution #20-074 – Terry Annexation (3332 E Limestone Dr.)
- G. Approval of Resolution #20-075 – Colson Annexation (980 N Wentworth Rd.)
- H. Approval of Resolution #20-076 – Thitchener Annexation (1091 N Reta Dr.)
- I. Approval of Resolution #20-077 – Shechter Annexation (8595 S Pistol Hill Rd.)
- J. Approval of Resolution #20-078 – Shechter Annexation (7325 S Pistol Hill Rd.)
- K. Approval of Resolution #20-079 – Hoffman Annexation (990 N Darlene Dr.)
- L. Approval of Resolution #20-080 – Cox (dba Pima 6600 LLC.) Annexation (3671 E Wetstones Rd.)
- M. Approval of Resolution #20-081 – Cox (dba Pima 6600 LLC.) Annexation (3651 E Wetstones Rd.)
- N. Approval of Resolution #20-082 – Miranda Annexation (240 N Westview Dr.)

6. Reports and Correspondence

- A. **Fire Chief's Report** – Reviewed by the Board. Report on file.
 - Chief Kahle continues to be active with the Fiesta de los Bomberos event. He is proud to announce that we will provide \$67,000 to support our area firefighters with cancer prevention, cardiac services and mental health services.
 - SAFER Grant. We received our FEMA grant and process is in place to hire by November 18th.
 - PSPRS Reform. The State PSPRS board approved the four recommended changes on September 27th. Unfortunately, we do not know what that impact will be on RVFD. Concurrently, AFDA is working on a new bill that may help fund the increase.
 - Growth – Rocking K has officially started its construction.
 - 4 Fire Calls. We had one working house fire that was out of the district.
- B. **September's Financial Reports** – Review, discussion and possible action, of the district's financial status including monthly summary reports.
 - Monthly Financial Report for the month of September 2019.
 - Monthly Expense Report for the month of September 2019.
 - Monthly Bank Reconciliations and Balance Sheet for the month of September 2019.

-Motion by Member Spears, second by Chairperson Harrington to approve the district's financial reports for the month of September 2019. Motion unanimously passed 4 to 0.

7. Unfinished Business

A. None.

8. New Business

A. **2020-014** – Presentation by the District's Auditor of the District's FY 2018/19 Annual Financial Audit and review discussion and possible action by the Board to officially receive the audit.

- Jennifer Phillips, CPA attended to present our audited annual financial report for FY 1819. A draft of the report was also provided to the board.

-Motion by Chairperson Harrington, second by Clerk Tate to officially receive the District FY 18/19 Annual Financial Audit. Motion passed 4 to 0.

B. **2020-015** – Review, discussion and possible action concerning the Board Member Vacancy.

- Board Member Terry Newman submitted his resignation at the end of our last regular board meeting. Our bylaws require the board to "within 90 days of the vacancy, appoint a qualified elector to fill the vacancy to serve for the remainder of the term." However, the bylaws do not provide a method of appointment." Likewise, ARS 48-803.B requires the board to fill the vacancy within 90 days. If the board is unable to, the Pima County Board of Supervisors is required to fill the position.

General discussions took place regarding options on how fill the board vacancy. RVFD Attorney Donna Aversa advised the Board that it is in the sole discretion of the Board, as long as there is no secret ballot. She also recommended, based on best practice, to informally seek out interested members of the community by advertising or posting a Notice of Board Vacancy in local publications and request a letter of interest to be submitted by a set deadline. The Board can then consider the applicants at the next regular meeting or schedule a special meeting.

The Board advised Chief Kahle and Staff to place a notice in the Vail Voice and requesting letters of interest to be submitted to Administrative Manager Laura Bucklin by December 2, 2019. Once received, invite interested parties to the November and December Board Meetings. An Executive Session may be held for interviews. Board Members also requested Chief Kahle and Staff to post the notice on other social media websites as well as the Post Office.


Clerk Tate wanted to thank Terry Newman for his service as a Board Member.


-Motion by Clerk Tate, second by Member Spears to accept Terry Newman's resignation per A.R.S. § 38-291 (3). Motion passed unanimously 4 to 0.

9. **ADJOURNMENT** - Motion by Chairperson Harrington, second by Member Spears to adjourn. Motion passed 4 to 0. Meeting adjourned at 6:39 p.m.

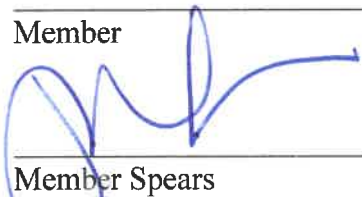
Dated this 22nd day of October 2019.

Rincon Valley Fire District Governing Board


Chairperson Harrington


Clerk Tate

Member


Member Spears

Member Klasen