

Montezuma Rimrock Fire District



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MINUTES OF A REGULAR MEETING OF THE MONTEZUMA-RIMROCK FIRE DISTRICT GOVERNING BOARD MEETING HELD January 18, 2018

Pursuant to notice, a regular meeting of the Montezuma Rimrock Fire District was called to order at 9:48 am on Thursday January 18, 2018.

Present: Robert Satran – Clerk; Carol Keeton – Chairperson; Jerry Taylor – Board Member; Keith Arment – Board Member;

Staff: Terry Keller – Fire Chief; Robyn Cook – Administrative Manager; Kerrie Tarver – Administrative Support Specialist

Salute to the flag of the United States of America and Moment of Silence to Honor all American Men and Women in service to our Country, Firefighters, and Police Officers led by Carol Keeton.

Call to the Public: none

5) **Approval of Minutes**

- A. **Regular Meeting on December 21, 2017**
- B. **Executive Session on December 21, 2017**

Board Member Taylor made a motion to approve the Minutes of the Regular Meeting and the Executive Session on December 21, 2017. Clerk Satran seconded, motion passed unanimously.

6) **Reports:**

- A. **Administrative/Financial Report:** Ms. Cook presented the financial report to the board, she addressed the reason training was low is due to board members not attending the winter AFDA conference.

- a. **Discussion and ratification on transfer of funds from MRFD warrant account to CCFMA general fund on December 12, 2017 in the amount of \$153,000.**
- b.

7) **Discussion, possible action or staff direction on approving the December 2017 Financial Reports and transfers.** Board Member Taylor made a motion to approve the December 2017 Financial Reports and ratification of transfer a. Clerk Satran seconded, motion passed unanimously.

8) **Possible vote to go into Executive Session:**

- A. **A.R.S. §38-431.03(A)(1): Discussion on Board Member applicants** Board Member Taylor made a motion to go into Executive Session for discussion on Board Member applicants and to invite Chief Keller, Robyn Cook and Kerrie Tarver. Clerk Satran seconded, motion passed unanimously.

***Regular session reconvened at 10:02 am

9) **Discussion, possible action or staff direction from the Executive Session:**

A. A.R.S. §38-431.03(A)(1): Discussion on Board Member applicants

Board Member Arment made a motion to appoint Barbara Dunlap as board member. Board Member Taylor seconded, motion passed unanimously.

- 10) **Discussion and possible action to close the EMS account at National Bank of Arizona on January 31, 2018.** Action Ambulance Billing made a recommendation to close the EMS account at National Bank of Arizona due to revenue collection tapering off. All collected revenue will be deposited into Copper Canyon Fire and Medical, this will eliminate the necessary transfer of funds between accounts.

Board Member Taylor made a motion to approve closing the EMS account at National Bank of Arizona on January 31, 2018. Board member Arment seconded, motion passed unanimously.

- 11) **Preliminary Budget Discussion.** Chief Keller informed the board that he plans to approach the process as in the past, reviewed the highlights of area real estate market analysis and solicited input from the Board.

Ms. Cook informed the board that the initial tax numbers are expected from the county around the 10th.

- 12) **Discussion, possible action or staff direction on electing officers to the MRFD Board:**

A. Chairperson

B. Clerk

Board member Arment made a motion to appoint Carol Keeton as Chairperson and Robert Satran as Clerk. Board member Taylor seconded, motion passed unanimously.

- 13) **Future Agenda Items:** Budget Discussion, Swearing in new Board Member

- 14) **Adjournment:** Board Member Taylor made a motion to adjourn the Regular Meeting at 10:21 am; Clerk Satran seconded. Motion passed unanimously.

Clerk