San Simon Fire District

Post Office Box 244
2249 W. Firehouse Lane
San Simon, AZ 85632
520-845-2439

Proudly Serving the Community Since 1966

NOTICE OF REGULAR BOARD MEETING
Tuesday, June 8, 2021
Agenda

6:00 pm

SAN SIMON FIRE DISTRICT
GOVERNING BOARD OF DIRECTORS

San Simon Fire Station
2249 West Firehouse Lane, San Simon, Arizona 85632

(520) 845-2439

NOTICE:

THIS REGULAR BOARD MEETING WILL BE HELD BOTH AT THE FIREHOUSE AND VIA CONFERENCE CALL. DISTRICT MEMBERS ARE INVITED TO JOIN THE MEETING EITHER IN PERSON AT THE FIREHOUSE OR BY PHONE CALL. IF YOU COME IN PERSON TO THE MEETING, IT IS RECOMMENDED BY THE COUNTY AND THE GOVERNOR THAT YOU WEAR A MASK DUE TO COVID 19 STILL BEING DETECTED IN THE AREA. COVID PROTOCOLS ARE BEING WORKED ON AND A LIST WILL BE AVAILABLE INSIDE THE FIREHOUSE AT THE DOOR OF WHAT THESE WILL BE. A SANTIZATION STATION HAS ALSO BEEN SET UP INSIDE THE DOOR OF THE FIREHOUSE AS YOU ENTER, SO PLEASE USE IT WHEN VISITING THE FIREHOUSE. ARRANGEMENTS FOR SAFE DISTANCING WILL BE MADE IF MORE THAN 10 DISTRICT MEMBERS COME TO THE MEETING.

CALL-IN NUMBER IS: (701) 802-5094 ACCESS CODE: 7579687

Pursuant to A.R.S. 38-431.02 notice is hereby given to the members of the San Simon Fire District Governing Board and the general public that the San Simon Fire District Board will hold a meeting open to the public on the date and time and at the location as specified above.

The Board may vote to go into executive session on any agenda item pursuant to A.R.S. 38-431.03(A)(3), to discuss or consult with the district's attorney in person or via telephonic conference call. Board Members or other participants may attend the meeting by telephonic conference. The following topics and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

San Simon Fire District is an Equal Opportunity Provider and Employer

Agenda Approved by Entire Board at 06/08/2021 Regular Board Meeting

San Simon Fire District
Regular Board Meeting
Agenda
June 8, 2021

A copy of the agenda provided to the San Simon Fire District Board is available for pickup once it is available at SSFD, 2249 W Firehouse Lane, San Simon, AZ 85632 by contacting the district at (520) 845-2439. Copies will be provided at the meeting also.

AGENDA

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Approval of Agenda**
5. **Declaration of any Conflict of Interest**
6. **Approval of Minutes from May 11, 2021 Budget Work Session Meeting**
7. **Approval of Minutes from May 11, 2021 Regular Board Meeting**
8. **Approval of Minutes from May 28, 2021 Emergency Board Meeting**
9. **Financial Reports for May 2021**
   A. **Review, discuss and possible approval of the financials for May 2021**
   B. **Warrants & Warrant List to be approved/signed for Dates May 12, 2021 to June 8, 2021**
10. **Board Reports**
    A. **Board Chair – Savanna Valdez**
    B. **Board Clerk – Mary Sparkman**
    C. **Board Member – Beth DeSpain**
11. **Chief Report**

12. **Old Business - Update, review, discuss, and possible action on the following:**

    A. **Conex Box**

    B. **Printer Issues and possible new printer**

    C. **Shirts for Board Members**

    D. **Shirts for Firefighters/Staff**

13. **New Business – Review, discuss and possible action on the following:**

    A. **Adopted Budget for 2021/2022 Fiscal Year**

    B. **Possible Reimbursement of Mileage to Chase Bank to Mary Sparkman**

    C. **Microsoft Program for the Fire Chief**

    D. **What to do with Excess Funds in M&O Account**
        1. **The Items that were done already**
            a. **Transfer to payroll**
            b. **Retainer to Attorney**
            c. **Gear and supplies were purchased**
            d. **Vehicle was purchased**

        2. **Advance Payment of Monthly Bills**

        3. **Anything else that the Board can think of?**

    E. **Recognition of Accomplishments of Fire District/Fire Chief**

    F. **Workers Comp Audit-Due June 12, 2021**

    G. **Budget Report to County-Due August 1, 2021**

    H. **Financials to be Done – CPA needs to be contacted**

    I. **Resignation of Board Clerk, Mary Sparkman effective on June 9, 2021.**

    J. **Getting a New Board Member**

    K. **Availability for signatures, etc. because items will need to be updated.**

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PURSUANT to ARS 38-431.03(A)(1), the Board may vote to go into Executive Session, for personnel matters, discussion, consideration or evaluation of employment of any of the individual holding the position(s) listed below. These items will not be open to the public unless such individual request that the matter be held in open session. If the individual request the discussion to be held in open session, the discussion will be held when the discussion and approval portion of the agenda is reached. The Board may vote to go into executive session on any agenda item pursuant to A.R.S. 38-431.03(A)(3), to discuss or consult with the district's attorney in person or via telephonic conference call.

14. **Call to Public** – Consideration and discussion of comments and complaints from the public. Those wishing to address the San Simon Fire District Board (or in lieu of Board, Administrator) need not request permission in advance except a Call to Public Form needs to be filled out at the beginning of each meeting. The Fire District Board is not permitted to discuss or take action on any item raised in the Call to the Public. (ARS 38-431.01(H)) However, individual Board Members (or in lieu of Board, Administrator) may be permitted to respond to criticism, direct staff to review a matter or ask that the matter be placed on a future agenda. The Fire District Board (or in lieu of Board, Administrator) cannot discuss or take legal action on any issue raised during the Call to the Public, unless that issue is listed on the agenda and the time of that discussion/action item.

15. **Requests from board members for future agenda items** – A Governing Board Member may bring forth general topics for a future meeting agenda. The Governing Board may not discuss, deliberate or take any action on the tropics presented, pursuant to A.R.S. § 38-431.02 (H).

16. **Next Board Meeting – July 13, 2021 at 6 p.m.**

17. **Adjournment**

Board Clerk

Approved: June 8, 2021

Persons with a disability may request a reasonable accommodation by contacting the San Simon Fire Station at (520) 845-2439. Requests should be made as early as possible to arrange the accommodation. The agenda is posted at the US Post Office, located at 2908 N. Arizona Ave., San Simon, AZ 85632. Only this location can be relied upon for official postings under the Arizona Open Meet Law. Any problems with the posting of this notice (i.e., someone taking it down) does not preclude the holding of the meeting for which the notice was posted, if the public body complied with all other public notice requirements pursuant to ARS §38-431.02(A)(1)(b).

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