



# San Simon Fire District

Post Office Box 244  
2249 W. Firehouse Lane  
San Simon, AZ 85632  
520-845-2439  
[www.sansimonfire.org](http://www.sansimonfire.org)

*Proudly Serving the Community Since 1966*

## NOTICE / AGENDA FOR EMERGENCY BOARD MEETING

Saturday, August 27, 2022

**Minutes**

8:00 am

SAN SIMON FIRE DISTRICT  
GOVERNING BOARD OF DIRECTORS

San Simon Fire Station  
2249 West Firehouse Lane, San Simon, Arizona 85632  
(520) 845-2439

1. **Call to Order:**  
Meeting was called to order by Board Chair, Savanna Valdez, at 8:13 am
2. **Roll Call:**  
Savanna Valdez, Board Chair, present  
Elizabeth DeSpain, Board Clerk, present  
Keven Wilstead, Board Member, present  
Quorum is met.
3. **Pledge of Allegiance**
4. **Approval of Agenda:**  
Savanna Valdez, Board Chair, made a motion to approve the agenda.  
Elizabeth DeSpain, Board Clerk, Seconded the motion.  
All in Favor, Unanimous decision. Motion Carried.
5. **Declaration of any Conflict of Interest**  
Savanna Valdez, Board Chair, has none.  
Elisabeth DeSpain, Board Clerk, Has none.  
Keven Wilstead, Board Member, Has none.

San Simon Fire District is an Equal Opportunity Provider and Employer

**6. Approve Check for Mary Sparkman:**

Elizabeth DeSpain, Board Clerk, made a motion to approve Mary Sparkman's final check for time worked of 46.25 hours.

Discussion was had, John Novak, recommended we approve the check but the check be held until all Fire District property is returned including an ID card identifying her as Administrative Assistant. The check must also be a manual check signed by two Board Members.

Elizabeth DeSpain, Board Clerk, amended her motion to approve Mary Sparkman's final pay of 46.25 hours. In the form of a manual check, after Fire District property is returned, and to be paid on the next pay day, September 2, 2022.

Savanna Valdez, Board Chair, seconded the amended motion

All in favor, Unanimous decision. Motion Carried.

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.

**7. Adjournment:**

Savanna Valdez, Board Chair, made a motion to adjourn the meeting at 8:19 am.

Elizabeth DeSpain, Board Clerk, seconded the motion.

All in favor, Unanimous decision. Motion Carried.

**CERTIFICATION OF POSTING**

I hereby certify that the agenda of the Emergency Board Meeting was posted

At the Post Office on August 27, 2022

At 10:19 AM by Savanna Valdez  
Board Chair