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/AGENDA OF REGULAR BOARD MEETING
Tuesday, August 9, 2022
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 AT THE FIREHOUSE. DISTRICT MEMBERS ARE INVITED TO JOIN THE MEETING IN PERSON AT THE FIREHOUSE OR BY DISCORD APPLICATION USING THE FOLLOWING TO JOIN (https://discord.gg/qFSKcRvHrc).

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.

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. **Declaration of any Conflict of Interest**

5. **Approval of Agenda**

6. **Approval of Minutes from July 12, 2022 Regular Board Meeting**

7. **Approval of Minutes from July 16, 2022 Emergency Board Meeting & Work Session**

8. **Approval of Minutes from July 27, 2022 Emergency Board Meeting**

9. **Approval of Minutes from July 30, 2022 Emergency Board Meeting**

10. **Financial Reports for July 2022**
    A. **Review and discuss financials for July 2022**

    B. **Warrants & Warrant List/Deposit List to be approved/signed for Dates July 12, 2022 to August 8, 2022.**

    C. **Balances in Accounts – as of August 8, 2022**
       1. **M&O - $4,111.53**
       2. **Payroll - $43,819.57**
       3. **Reserve - $7,131.15**

11. **Board Reports**
    A. **Board Chair – Savanna Valdez**
    B. **Board Clerk – Beth DeSpain**
    C. **Board Member – Keven Wilstead**

12. **Interim Fire Chief Report**

13. **Administrative Assistant Report**

14. **Old Business – Review, discuss and possible action on the following:**
    A. **Fingerprint Audit** – Jon & Beth need to do test on CIJIS website.

PURSUANT to A.R.S. §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.

15. **New Business – Review, discuss and possible action on the following:**
    - **A. New Candidate for Fire Chief – schedule Interview, Etc.**
    - **B. Email from Cochise County Regarding Modular Building**
    - **C. Estimates from Pacheco Electric, LLC**
    - **D. Intuit for Time Tracking, Receipt Capture, Inventory and Mileage Tracking**
    - **E. Possible Purchase of Scanner**
    - **F. Possible Purchase of Timedox Plus**
    - **G. Transfer $500 to Reserve Account**
    - **H. Letter Received from Kansas State Bank – Release of Lien – Who to go get New Title?**
    - **I. Grant from AZ Community Foundation received for $5,000 – October 11th (Tuesday) from 4-6 p.m. at Arizona Eastern College. – Who will go to get?**
    - **J. Grant from Legacy Foundation of Southeast Arizona received from $4,935 – September 1st (Thursday) from 2-4 p.m. at Cochise College in Sierra Vista – need to sign grant agreement and who will go to get?**
    - **K. Intergovernmental Agreement for Regional Emergency Operations Management and Disaster Services between Cochise County, AZ and San Simon Fire District – go over and possible approval**
    - **L. Memorandum of Understanding Between Cochise County and San Simon Fire District – go over and possible approval**
    - **M. Approval of purchase of Kit to Repair Flag Pole**

N. **AZ State Archives & Public Records – tentative training for December 2022 – do we want to change it to later since the new board members are just coming on or what do we want to do?**

16. **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. (A.R.S. §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.

17. **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).

18. **Next Regular Board Meeting – September 13, 2022 at 6 p.m.**

19. **Adjournment**

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 and on the San Simon Fire District website. Only these locations 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).