

**Water Wheel Fire & Medical District
Minutes of the Regular Board Meeting held April 20, 2021**

A public meeting of the Water Wheel Fire & Medical District was convened on April 20, 2021 at the Whispering Pines Fire Station 71, 10603 Houston Mesa Road, in Whispering Pines.

I. Call to Order:

Chris Oberg called the meeting to order at 6:00 PM.

II. Pledge of Allegiance:

Steve led the pledge.

III. Roll Call of Board Members:

Present were Chris Oberg, Steve Stevens, and Dan Newman. Al Kendal was absent.
A quorum of board members were in attendance.

IV. Motion to approve the minutes of the following business meetings:

A. Minutes of the Special Meeting held March 25, 2021 - Steve moved to approve the minutes of this meeting. Dan seconded. Motion carried unanimously.

V. Reports and correspondence

A. Auditors Report for fiscal 2019-2020 presented telephonically by Saunders Company, LLC

B. Monthly Financial Report

1. Financial report presented by Chief Sattelmaier:

Admin's Benefit Pkg.....	\$ 22,695.70
WWFMD Op Acct.....	\$ - 7,630.45
Arizona National Bank.....	\$ 1,004.40
WWFMD Reserves.....	\$ <u>90,601.09</u>
Total Checking/Savings	\$ 106,670.74

2. Approval of the Financial Reconciliation report for March 2021 – Chris moved and Steve seconded, motion passed unanimously.

C. Chairman's Report - none

D. Chief's Report

- a. Operations
- b. Equipment
- c. Administration

Discussion and possible action - None. Chief's Report – **See attachment**

VI. Items for Discussion and Possible Action:

A. Appoint a new Board Member to replace the vacancy created with the passing of Robert Hull:

Robert Hull, Board Clerk, passed away on February 21, 2021, leaving a Board Seat vacant. The Board posted a notice of vacancy and solicited applicants from the residents of the Fire District to submit letters of interest to fill this vacancy and serve the remainder of Bob Hull's term which ends in November 2022. The deadline for submitting letters of interest was April 9th at 5PM. Only one letter was received, that being from Harry Jones. Chris moved to appoint Harry Jones to the vacant position on the Board and Steve seconded the motion. Motion passed unanimously. Harry Jones will fill the vacant position on the Governing Board of the Fire District. Harry was welcomed to the Board and was presented with all the necessary documentation needed to fulfill the requirements to hold the office as a Board Member. Harry's membership on the Board will take effect once he has taken the Oath of Office and the document has been submitted to the District Admin for filing.

B. Elect a new Clerk of the Board of Directors:

Motion made by Steve and seconded by Chris nominating Harry Jones to fill the vacant position of Clerk of the Board of Directors. Motion passed unanimously.

C. Discuss the results of the meeting held with Gila County regarding the tax reallocation issue that occurred in fiscal year 2019-2020:

Chairman Chris Oberg and Chief Ron Sattelmaier briefed the Board and meeting attendees about the results of the most recent meeting. At this meeting the Gila County Manager and the Gila County Finance Director were in attendance at fire Board Member Steve Stevens, Fire Chief Ron Sattelmaier, Deputy Chief / Admin Susan Sattelmaier and participating via ZOOM were the Gila County Treasurer and staff as well as Sara Kirk from HeinfeldMeech. An explanation of the occurrence of the mis-allocation was presented which contained much more detail than the original explanation. This presentation provided information that satisfied most of the Fire Districts questions and we received assurances to the best of the County's ability that this will not be a repeated occurrence. The bottom-line is that our District was mis-allocated nearly \$14,000 in fiscal year 2019-2020 that was in error and therefore we must repay these funds to the Gila County Treasurer. The timing of this repayment has not been set, however it will take place before the end of the current fiscal year and all 21 affected entities will repay their over allocation at the same time. No action required.

D. Presentation of a DRAFT 2021-2022 budget:

Chief Sattelmaier distributed copies of a DRAFT budget for the next fiscal year. These copies are for the Board Members to review and be prepared for an in depth discussion at the next month's Board Meeting. Chief Sattelmaier also explained that due to recent enacted legislation, the format of the budget and subsequent budgets will change. He is awaiting information from the Auditor General's Office to provide the acceptable format requirements. No action required.

E. Vote to adjourn to Executive Session for discussing the annual performance reviews of the Fire Chief and Deputy Chief/Admin staff:

Chris moved and Steve seconded, motion passed unanimously.

F. Vote to reconvene regular meeting:

Moved by Steve and seconded by Chris to reconvene regular public meeting, motion passed unanimously. Regular public meeting reconvened.

G. Annual performance review for the Fire Chief:

Reported by Chris that the Board feels that all expectations of the Fire Chief are being met and that his employment contract be renewed for fiscal year 2021-2022.

H. Approval of fiscal year 2021-2022 employment contract for Fire Chief:

Chris moved and seconded by Steve to renew the employment contract for Fire Chief Ron Sattelmaier for fiscal year 2021-2022. Motion passed unanimously.

I. Annual performance for the Deputy Chief / Admin:

Reported by Chris that the Board feels that all expectation of the Deputy Chief / Admin are being met and that her employment contract be renewed for fiscal year 2021-2022.

J. Approval of fiscal year 2021-2022 employment contract for Deputy Chief / Admin.

Chris moved and Steve seconded to renew the employment contract for the Deputy Chief / Admin Susan Sattelmaier for fiscal year 2021-2022. Motion passed unanimously.

K. Discuss continued support of the Chase Brush Pit:

Chief Sattelmaier presented an over view of the Fire District support of the Chase Brush Pit in that the District pays the fees to a contractor to push the pit at least once and year to facilitate the burning of the collected vegetation over the operational season of the pit, normally the months of April thru October. Possible alternatives to the Fire District fully funding the contractor fees were discussed. The most favored was to ask participants using the pit for brush disposal to contribute voluntary donations to support the continued operations. – No actions were taken.

L. Review the remodeling cost estimate for the kitchen and bathroom at station 71:

Chief Sattelmaier presented a copy of the estimate from Pioneer Construction for the remodeling of the kitchen and bathroom at fire station 71. The cost estimate was \$39,960.00. With the looming financial issue of repaying the Gila County Treasurer nearly \$14,000 for the mis allocation of tax funds in fiscal 2019-2020 and a pending structural engineer evaluation of the building, the recommendation from the Fire Chief is to not proceed with the remodeling project pending the outcome of the structural engineer's report. – No actions were taken.

VII. Call to the public for comments on agenda items, and requests for comment on non-agenda items:

None

VIII. Call to the Staff and Board for non-agenda items and future agenda items:

Discussion of the Fiscal year 2021-2022 budget.

Discussion of possible change in Workers Comp Insurance policy.

IX. Adjournment

Chris moved to adjourn the meeting, Steve seconded. Motion passed unanimously.

Meeting was adjourned at 7:45 PM

Dated this 22nd day of April, 2021

Water Wheel Fire & Medical District

Ron Sattelmaier _____ Fire Chief