Minutes to the Board of Directors Meeting

February 24, 2025

**Chair of the board Chris Johnson calls the meeting to order at 9:03 a.m.**

1. **Roll call and confirmation of Quorum.**

Chris Johnson, Ruth Ann LeFebvre, Russ Kolsrud, Eddie McArthur and Robert Garber are present at the meeting. The Board has a quorum.

1. **Pledge of Allegiance to the Flag.**
2. **Call to the public.**

* Members of the public are invited to address the Board and/or submit written comments for inclusion in the minutes. Members of the Board shall not discuss or take legal action on matters raised during an open call to the public, unless the matters are properly noticed on the agenda for discussion and legal action.
* No members of the public were in attendance.

1. **Approval of the Minutes from past meetings-**

The Board reviewed minutes from January 27, 2025 meeting.

* *Russ Kolsrud moves to approve the Board minutes from January 27 meeting, Eddie McArthur seconds the motion and it is carried without opposition.*

**5. Reports from the Fire Chief or his designee may include the following topics:**

* For the Strategic Plan, an updated tracking document was created. Chief reviews with the Board the tracking document for the Strategic Plan and there a lot in progress right now and some that are marked complete. Chief adjusted the time assignments so we have time to work on the different goals and ultimately accomplish the goals of the Strategic Plan. Chief continued to review some of the goals that have been completed. The implementation Team met on February 10th. We have started to complete selected objectives and will provide a full update today.
* Administration/Budget: SCC Treasurer update, development and costs incurred to date, discrepancy with amounts received and owed, interview with FBI/US Attorney. Chief had a brief interview with the FBI/US attorney last week and lasted about 20 minutes. We have changed phone providers (landline) from Century Link to Community phone. In doing so, we have been able to install new equipment and expect to realize a monthly savings of $150.00.
* PSPRS Local Board: The Local Board met last month and will meet again in the spring or as needed.
* Operations: We had three new recruits start the process in January. Initial interviews for vacant FF position this week, anticipate offers by the second week in March. E832 is in Tucson for repairs, all other apparatus is in service. There are two proposed subdivisions: Papago Springs and AZ 82. There are two proposed wineries: 4 Tails and Brigand which is a being proposed by the operators of Rune winery.

Incidents by Service Type: Fire-3, Rescue & EMS- 35, Service-6, Good Intent-3, False Alarm & False Call- 0. Incident Count by Zone: Zone 1 had 22, Zone 2 had 0, Zone 3 had 8, Zone 4 had 1, Zone 5 had 16.

* Certificate of Necessity: M831 passed its annual inspection and M832 will be up for inspection next month.
* Legislative Update: New legislative session opened on January 13, 2025. Definitely some activity moving along and anywhere where you see AFDA oppose that would suggest that our association has concerns about how it would affect fire districts. One House bill that is particularly one to point out is HB2942, which would codify conduct process statewide. This would shift the control from individual fire districts to more what you would see in a typical legal system. Under Senate bills, Chief points out SB1345-Ambulance: response times and rates define primary CON responsibility and response which the AFDA opposes, would dive deeper into the regulation for Ambulance times that we currently are in compliance of.
* Other:

**6. Presentation and Approval of Monthly Financial Reconciliation and Reports pursuant to ARS Sec. 48-807 including:**

•reconciled balance sheet accounts;

• month-end statements;

• month-end balances at all institutions and county accounts;

• revenues and expenditures; and

• cash flow projection report.

Ben from JVG, updates the Board with the January financials and speaks to the Board about the preparation for the upcoming FY25/26 budget. SEFD is down for the year over year balance of $130,000. Year to date profit to loss is down with the tax revenue and the Ambulance revenue. Ambulance revenue is behind for the month of January by approximately $60,000. SEFD is down in cash because we have collected less Ambulance Revenue by this point in the fiscal year. Overtime is still being looked at and closely monitored on a monthly basis. Expenses are over by $61,000, however is balancing out due to the unused Wildland personnel funds. Santa Cruz County is at a 5.52% increase in assessed value at $75,000 and Pima County is at 5.27% overall with an additional $8,000. We will look into the Ambulance revenue and get back to the Board.

* *Ruth Ann LeFebvre makes a motion to approve the January 2025 Financials as presented by James Vincent Group, Eddie McArthur seconds and the motion is approved unanimously.*

**7. Review, discussion, and possible action regarding the Santa Cruz County Treasurer embezzlement matter- The Board might take action on the following:**

* Update concerning extending tolling agreements with the County, Treasurer and State to delay the expiring of statutes of limitation to file claims to recover stolen funds. The tolling agreements have been extended with the County and the Treasurer; however, as of the time of posting this agenda, the State has not yet signed an extended tolling agreement. Therefore, the Board must decide whether to file and serve the District’s notice of claim against the State and Auditor General, in the event they do not sign an extended tolling agreement by the end of this week.
* The Board might vote to convene in executive [closed] session, pursuant to A.R.S. 38-431.03 (A)(3) & (4), for consultation with the District’s attorney and to direct the attorney on these matters.

Thomas Benavidez reviews with the Board, that we have managed to get extended tolling agreements with the County and the Former SCCT Treasurer but we do not yet as of this moment with the State of Arizona, and we do not know if we will have one by the end of the week, which is when it expires. Thomas inquires if the Board wants to move forward with serving a notice of claim with the State of Arizona or whether they want to let it go. Thomas recommends going into executive session to discuss this in further detail.

* *Eddie McArthur moves to go into executive session to discuss the SCCT matter, Chris Johnson seconds, and the motion passed with one nay from Russ Kolsrud.*

\*The Board enters into executive session at 9:46 a.m.

\*The Boad exits executive session approximately 9:58 a.m.

*Board Chair Chris Johnson states that anything discussed in executive session shall not be discussed outside of executive session.*

Thomas has prepared a notice of claim against the county; the Board directed me to prepare those. Thomas is asking for Board for direction if they want to move forward with the notice of claim against the State of Arizona.

* *Russ Kolsrud moves to not file the notice of claim against the State of Arizona, Eddie McArthur seconds the motion and it is carried without opposition.*

**8. Consideration of agenda items for future meetings.**

* Ambulance Billing Revenue Update. Monthly accounting of what has been received and billed out.
* Santa Cruz County Treasurer Agreements/Updates.
* *Russ Kolsrud moves to adjourn the meeting; Ruth Ann LeFebvre seconds the motion and the motion is carried without opposition.*

Chris Johnson adjourns the meeting at **10:07 a.m.**

A digital copy of this meeting is available to the public at the Sonoita-Elgin Fire District, located at 3137 AZ Highway 83 Sonoita, AZ 85637

**NOTICE: The Sonoita-Elgin Fire District Board of Directors may go into executive session for the purpose of obtaining legal advice from the fire district’s attorney(s) on any of the above agenda items pursuant to A.R.S. 38-431.03(A)(3)**

Minutes approved by\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Board Clerk, on \_\_\_\_­­­­­\_\_\_\_\_\_\_

Ruth Ann LeFebvre Date