

**MINUTES FOR THE SPECIAL PUBLIC MEETING OF THE JACKSON HEIGHTS RURAL FIRE DISTRICT
BOARD OF DIRECTORS**

(Ted F. Prina, Chuck Ferrin, Jason Larson)

June 18th 2015 at 4:30 PM

Thatcher Town Hall

3700 W Main Street

Thatcher, AZ 85552

1. CALL TO ORDER

- 4:32pm by Ted Prina

2. ROLL CALL OF BOARD MEMBERS

- Present: Ted Prina, Jason Larson, Chuck Ferrin

3. APPROVAL OF MINUTES

- No Prior minutes

4. SCHEDULED PUBLIC APPEARANCE/CALL TO THE PUBLIC

- Kent Larson, president of Safford's Rural Fire District
 - Acted as a consultant to the new board for first meeting
- Town of Thatcher Town Manager Terry Hinton made a brief introduction of himself to the board.
- Town of Thatcher Fire Chief Mike Payne briefed the board on previous agreements between the Town of Thatcher and the Central Jackson Heights Rural Fire District.
 - Contract
 - Ownership of various Fire engines
 - Current map of District
 - 13.8 square miles
 - Number of fires calls discussed over several previous years
 - Estimated number of lives in District

5. REPORTS AND CORRESPONDENCE

- A. Approve Disbursements
- B. Correspondence and/or other important information

6. DISCUSSION TOPICS

- A. Standing meeting date and time

Proposed -Ted Prina: Meeting to be set as the 3rd Thursday of each month at 5:00pm in the Town of Thatcher Community room. Seconded - Chuck Ferrin. Motion passed unanimously

- B. Disbursement Procedure

- Disbursement Form presented. Also proposed that at least two of three board members to authorize disbursements. Motion to accept Form and multiple signatures Proposed - Ted Prina, Seconded – Jason Larson. Motion passed unanimously.
- Disbursements paid by county based on Disbursement Form.

C. Join Arizona Rural Fire District

- Chuck Ferrin assigned to fill out application

D. Upcoming Arizona Fire District Assn Workshop

- All board members committed to attend mandatory courses Friday and Saturday, June 26 & 27, 2015.

E. Adopt Travel Policy

- Adopted most current Town of Thatcher per diem reimbursement form and rates as well as Graham County travel miles. Mileage not listed on Graham County reimbursement form to be calculated by them most direct route as published by online maps such as MapQuest or google maps.
- Special exception was given to increase hotel expenses for the upcoming Arizona Fire District Association Workshop because the new board was unable to convene early enough to take advantage of the conference block discounts.
- Proposed – Ted Prina, Seconded – Chuck Ferrin. Motion passed unanimously.

F. Establish ongoing calendar of annual requirements/events

- Fiscal year: July 1 to June 30
- January – Winter Arizona Fire District Association Conference
- February – Levy Limit Workshop from Graham County Assessor and State
- March – Board meeting to determine budget
- April - Publish proposed budget and announcement of public hearing
- May - Public hearing to set and adopt budget
- June – Summer Arizona Fire District Association Conference

G. Annual Audit of Books

- Moller & Bryce PC CPA to audit District finances
- Motion – Chuck Ferrin, Second - Jason Larson. Motion passed unanimously

H. Board of Director's Insurance

- VFIS insurance Motion – Ted Prina, second – Chuck Ferrin. Motion passed unanimously.
- Donna Aversa (Tucson) was suggested as districts attorney because of

- Bill Miller (Prescott) to consult with Board as a service provided from being members of Arizona Rural Fire District

I. Posting locations

- Central Post office for certain. Also discussed various businesses such as KATO radio station.

J. Discussion about updating contract with Town of Thatcher

- Ted Prina will acquire current signed contract with Town of Thatcher to be discussed at next meeting.

7. ADJOURNMENT