



MINUTES OF THE BUCKSKIN FIRE DISTRICT FIRE BOARD

04/09/2024 - Open Meeting: Minutes to be approved at open public meeting on Tuesday, 05/14/2024, a public meeting of the Buckskin Fire Board convened on April 09, 2024, that started at 6:00 pm in the classroom of the Buckskin Fire District, located at: 8500 Riverside Drive, Parker, AZ 85344. The following matters were discussed at the Open Meeting.

Agenda Open Meeting

1. Call to Order/Roll Call
Roll Call: 6:00 pm
Members Present: *Chairman, Jeff Daniel, John Mihelich, Jim Brouillette, Wayne Posey, & Don Rountree.*
Staff Present: *Chief McMahan, Barbara Cole, Captain Weatherford, Lt. Foster, FF Rather & FF Irwin.*
Public Present: *Keith Tront*
2. **Call to the Public.** Consideration and discussion of comments from the public. *Those wishing to address the Buckskin Fire District Board need not request permission in advance Pursuant to A.R.S. § 38-431.01(G), the Fire District Board is not permitted to discuss or take any action on items raised in the call to the public that is not specifically identified on the Agenda. However, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct that staff review the matter or ask that the matter be placed on a future agenda. Public input is limited to two (2) minutes unless a greater amount of time is approved by the Board. **The Fire District Board cannot discuss or take legal action on any issue raised during the Call to the Public that is not on the current Agenda, due to restrictions of the Open Meeting Law.** Keith Tront submitted a resume to the Board Chair, for the position of perspective Interim or Full-time Fire Chief.*
3. (Action Item): Consent Agenda: Discussion & possible Approval of Consent Agenda Bill 24-53 to approve:
 - a: Minutes submitted for Open Meeting held on 03/20/2024.
 - b: Acceptance of monthly expense reports for 03/01/2024-03/31/2024.*A motion was made by Jim Brouillette to accept the Consent Agenda 24-53 as written, except for a comment by Wayne Posey to include that Garrett Sholl had sent the Board a letter at the meeting as he could not attend, which includes items A & B, along with a second from Don Rountree.*
There were no more comments or questions prior to voting.
Ayes: Daniel, Rountree, Posey, Mihelich & Brouillette.
Nays:
Absent:



Abstain:

Chairman Daniel: Motion passed by a unanimous vote on agenda item #6 with noting the additional change to be added to the minutes before posting.

4. (Discussion & Possible Action): Hiring process for an interim and/or full-time Fire Chief using outside sources.

Chairman Daniel reported that he had received two resumes from outside sources interested in either the Interim or the full-time position. Wayne Posey suggested that they have a special meeting/workshop to edit the prior Chief hiring flyer and to decide where they would post and for how long and to finalize the actual job description. Wayne Posey suggested that they invite the 3 Fire Captains to discuss with them as being acting Chief or possible interim Chief.

A motion was made by Wayne Posey to have a Special Meeting/Workshop, Tuesday, April 16th, 2024, and invite the 3 current Captains, Mike Byrd, Jason Weatherford, & Joe Maxwell, along with a second from John Mihelich. The only comment prior to voting was he would be out of town and not able to attend but trusted the rest of the board to make decisions without him being there.

There were no other comments or questions prior to voting.

Ayes: Daniel, Posey, Mihelich, Rountree & Brouillette

Nays:

Absent:

Abstain:

Chairman Daniel: Motion passed by a unanimous vote on agenda item #4.

5. (Discussion & Possible Action): For administrator of current bank accounts: Wells Fargo & Chase Bank.

Chief McMahan discussed regarding the banks with the credit card accounts, need to have a Board Member be the administrator until a new chief is found, as he is currently on the two accounts, and that Don Rountree, Board Secretary, was already on the Wells Fargo account for Payroll that he would probably be the best, and the Chase bank is currently only used for Wildland Credit cards, of which only engine bosses carry. Don discussed that would be fine, but it would have to be after he returned from vacation at the end of April.

A motion was made by Don Rountree that he would be the appointed Administrator for the two banks, Wells Fargo & Chase bank, along with a second from John Mihelich.

There were no other comments or questions prior to voting.

Ayes: Daniel, Posey, Mihelich, Rountree & Brouillette

Nays:

Absent:

Abstain:

Chairman Daniel: Motion passed by a unanimous vote on agenda item #5

6. (Discussion & Possible Action): Fire Protection Services Agreement between San Bernadino County Fire Protection District and the Buckskin Fire District.



Chief McMahan stated that he wanted to make sure that the Board from their previous meeting decision that they understood with him not going to meet with the San Bernadino County Fire Chief on Friday, April 12, 2024 that they would be leaving \$6K off this year's budget as San Bernadino was not going to give Buckskin Fire District the current amount billed, and they were going to go back to the current agreement of 50K that the original contract was with without the 4% increase that was available with an amendment. The Board agreed that there was no change to the prior decision and that they were putting it on hold until the next Fire Chief started. No other action was taken as the decision to leave the San Bernadino contract as is until someone else comes in.

7. (Discussion & Possible Action): Possible approval to use Contingency funds to pay out severance pay to the current Fire Chief.

Wayne Posey commented that the current Fire Chief was already part of the current Budget and the severance pay would be part of the current budget for the two months needed to be paid, and there was no action needed as his severance pay would take him to the end of Fiscal 2024 year. No other action taken.

8. (Discussion) regarding 2024-2025 preliminary budget proposal.

Chief McMahan showed again the budget assumptions and the proposed tax rate that the Board had wanted to see regarding a rate increase of 3.55, but the budget showed with the assumptions that included, a 12 Firefighter, a 4% COLA, AEMT \$1 raise, POC \$1 raise, etc., that the rate of 3.55 could not sustain those additions. Chief stated that they had done what the board asked regarding building the budget then adding in the tax rate necessary to sustain the new budget, the Board asked the Chief or Barbara to bring back a budget next month with a tax rate of 3.6 & remove the Certificate of Need that would be needed for transport, for the FYE 2025 Budget for approval for public posting.

9. (Report) Chairman's Report: Jeff Daniel.

A: Ask Board Members for **items to be considered for inclusion on the next agenda.**

B: Schedule the next Regular Session. *Wednesday, May 14, 2024.*

No other report given.

10. Fire Chief's Report:

A. Summary of Incident Report/Activity Log

B. Monthly Activities

C. Upcoming Activities and Events

D. Other

Chief McMahan discussed his conversation with Mike Kelly regarding EWS, and his requests for documents from the Chief, and how many letters he sent out to 4 other recipients including Board member Posey. Chief spoke about the current JPA with Bullhead, and what that cost looked like, he also spoke about the Moonridge Lease and that



it had to go back to their attorneys as Bill Whittington had addressed 29 changes in the new lease.

11. Adjourn of Regular Board Meeting: 7:32 pm.

Jeff Davis
Board Chairman

5/14/24
Date

Barbara Cole
Office Administrator

04/16/2024
Date

Minutes approved by: [Signature]

Date: 05/14/24

Minutes approved by: [Signature]

Date: 5/14/24

PERSONS WITH A DISABILITY MAY REQUEST A REASONABLE ACCOMMODATION BY CONTACTING, BRIAN MCMAHAN, FIRE CHIEF OF BUCKSKIN FIRE DISTRICT (928) 667-3321 AT LEAST **48 HOURS** PRIOR TO THE SCHEDULED MEETING. FACILITIES ARE HANDICAPPED ACCESSIBLE.