

WOODS FIRE DISTRICT

MEETING MINUTES Regular Board Meeting March 9, 2023

High Country Fire Department
6593 High Country Lane, Williams Arizona

Regular Board Meeting

1. **Call to Order** Meeting was called to order at 8:18am
2. **Roll Call** of Board Members / Affirmation of Quorum
Present: Chairman Terryl Warnock, Clerk Jeff Johnson, Member Michael Osendorf
Absent: none
Administration: Administrative Assistant Tammy Schieffer
Public: High Country Fire Department Fire Chief Robert Trotter
3. **CONSENT AGENDA**
 - a. Approval of Reconciliations and Financial Reports of January and February 2023
 - b. Approval of Minutes from January 30, 2023
Woods Fire Board reviewed the reconciliations of January and February 2023, and the minutes of January 30, 2023. Board Chair Warnock motioned to accept the reconciliations of January and February 2023, and the minutes of January 30, 2023 as presented. Board Clerk Johnson seconded the motion.
Vote conducted. **MOTION CARRIED**
Ayes: Warnock, Johnson, Osendorf
Nays: None
4. **Current Events:**
 - a. Administrative Updates
Next meeting budget workshop will be May 11, 2023
Email addresses Administrative Assistant asked the board if they prefer the woods board emails as opposed to their personal. Board Member Osendorf would like his set up.
 - b. Other Items There were no other items
5. **New Business / Action Items**
 - a. Review, discuss, possible action to approve the Financial Audit of Fiscal Year 2021/2022
Jennifer Frank presented the audited financials for 2021/2022 to the fire board. The Fire Board reviewed the information presented. Board Clerk Johnson motioned to accept the audited financials of 2021/2022 as presented. Member Osendorf seconded the motion.
Vote conducted. **MOTION APPROVED UNANIMOUSLY**
Ayes: Johnson, Osendorf
Nays: None
Public: None
 - b. Review, discuss, possible action to change the 2023 Calendar of Meetings times
Administrative Assistant Schieffer confirmed with the board the 2023 Calendar of Meeting times is to stay at 9:00. The board confirmed it.

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- c. Review, discuss, possible action to end IGA with Williams Fire Department and entering a contract with High Country Fire Department for protection services. Board Chair Warnock suggested giving Williams Fire Department 1 year to come up to par, since they have a new fire chief. Board Clerk stated that the new chief will not be able to handle the position. There was further discussion between the board members. High Country Fire & Rescue will stay a 501 3c. High Country Fire & Rescue Chief Trotter has checked with his attorney Bill Whittington and all will be legal and good. Board Chair Warnock suggested again to stay with Williams Fire Department for a year and work on fire hydrants in the district. Board Clerk Johnson and Board Member Osendorf both suggested not staying with Williams Fire Department, and they never see getting the hydrants water. The board discussed with Chief Trotter the cost of the contract for services. Chief Trotter said it will be \$13,000 per year. The amount can be pro-rated for the remainder of FY23 at the amount of \$2166 for May and June.

The discussion was tabled for Administrative Assistant Schieffer to contact Woods Fire Department attorney for review of the contract.

A special meeting was scheduled for April 13, 2023 at 9:00am.

- d. Review, discuss, possible action to approve Fire Chief Robert Trotter of High Country Fire Rescue to become the fire chief of Woods Fire District with no compensation. Administrative Assistant Schieffer suggested that the attorney also review the approval of Fire Chief Robert Trotter of High Country Fire & Rescue to become the fire chief of Woods Fire District with no compensation before the board makes a decision. The board agreed.

6. **Fire Board Comments-** There were no board comments.

7. ADJOURN REGULAR BOARD MEETING

Board Chair Warnock motioned to adjourn the regular board meeting. Board Member Osendorf seconded the motion.

Vote conducted. **MOTION CARRIED**

Ayes: Warnock, Johnson, Osendorf

Nays: None

REGULAR BOARD MEETING ADJOURNED AT 9:40 am

Respectfully submitted

Tammy Schieffer

Administrative Assistant