

**HELLSGATE FIRE DISTRICT
FIRE BOARD
REGULAR MEETING
July 20th, 2016**

MINUTES

1. CALL TO ORDER

Board Chairman Gary Norem called the Fire Board Meeting to order on Wednesday, July 20th, 2016 at 5:32 p.m. at the Hellsgate Fire Department Station 21, 80 S. Walters Lane, Star Valley, Arizona.

2. ROLL CALL

Members Present: Board Chairman Gary Norem, Board Vice Chairman Jeff Shaw, Board Clerk Garah Monnich and Board Member Conrad Thorne.

Members Absent: Board Member Mark Runzo.

Staff: Chief Dave Bathke and Business Manager Angie Lecher

Public: Deputy Chief John Wisner, Captain Rick Heron, Charlie Smith, Bob Monnich, Sgt. David Hornung and Byron Tannenhaus

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MINUTES

A. Regular Meeting of June 8th, 2016

- Board Clerk Monnich made a **Motion** to accept the June 8th, 2016 Board Meeting minutes with a correction to 6. B. Thorne making both the motion and second. Board Vice Chairman Shaw seconded the motion. The motion was unanimously **APPROVED**.

5. REPORTS AND CORRESPONDENCE

A. News Releases and Awards

3 Thank You cards were received for the crews on separate emergency responses.

B. Chief's Report

Chief Dave Bathke presented the Chief's report for June.

C. Fireflies Report

No report but they have presented the District with a check for \$5,000 to be used at the new station 22 oven.

6. FINANCIAL REPORTS

A. Approval of Financial Reports for June 2016 and End of Fiscal Year 15-16

The board reviewed the financial reports presented by Business Manager Angie Lecher.

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July 20th, 2016**

- Board Vice Chairman Shaw made a **Motion** to accept the financial report as presented. Board Member Thorne seconded the motion. The motion was unanimously **APPROVED**.

B. Billing

The board reviewed paperwork submitted by one resident for a request and waiver of fees billed by LifeQuest services.

- Board Clerk Monnich made a **Motion** to direct Chief David Bathke to contact LifeQuest and find out if the bill has been rebilled. Board Vice Chairman Shaw seconded the motion. The motion was unanimously **APPROVED**.

7. UNFINISHED BUSINESS

A. Meyerson Law Strategic Analysis Planning

Charlie Smith gave an updated report on the CON process including the letters that have gone out for contesting the application and how soon we would need to meet requirements if awarded.

B. Nobel Construction Station 22 Report and Update

Byron Tannenhaus gave a report on the building progress. Progress is being made and the county has signed off on the remainder of the project. He will provide an estimated budget to finish for next month's meeting.

8. NEW BUSINESS

A. Final Draft Budget Review and Approval for Posting for Fiscal Year 16-17

Board discussed the final draft budget for fiscal year 16-17.

- Board Clerk Monnich made a **Motion** to approve the final budget for Fiscal Year 16-17. Board Vice Chairman Shaw seconded the motion. The motion was unanimously **APPROVED**.

B. Audit Engagement Letter for Fiscal Year 15-16

Business Manager Angie Lecher presented the Audit Engagement Letter with Accounting Professionals, LLC.

- Board Clerk Monnich made a **Motion** to approve the engagement letter with Accounting Professionals, LLC. Board Vice Chairman Shaw seconded the motion. The motion was unanimously **APPROVED**.

9. CALL TO THE PUBLIC

Business Manager Angie Lecher informed the board that all bank statements are included with the reconciliation reports each month as this was a topic at the AFDA conference. This practice has been in place since the reconciliation reports had to be approved per state statute.

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10. ADJOURNMENT

Chairman Norem called for an adjournment.

- Board Clerk Monnich made a **Motion** to adjourn the meeting. Board Vice Chairman Shaw seconded the motion. The motion was unanimously **APPROVED**.

The meeting was adjourned at 6:48 p.m.

Respectfully Submitted
Angie Lecher, Business Manager