

**MINUTES OF MEETING
HOUSTON MESA FIRE DISTRICT**

The Fire Board of the Houston Mesa Fire District held a regular meeting on October 20, 2022. The meeting was held at the Houston Mesa Fire Station located at 8139 W. Mescalero Road, Payson, AZ.

**BOARD MEETING MINUTES
November 17, 2022**

1. CALL TO ORDER at 5:00 P.M

2. ROLL CALL OF BOARD MEMBERS AND ATTENDEES

Chairman Randy Norman, Clerk Susan Starr, Treasurer Jim Ahrberg, Member Cheryl Wilson all appeared in person
Member Jon Otte appeared by Telephone

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MINUTES – October 20,2022 -Regular Board meeting Member Wilson made motion to approve the minutes as presented, Treasurer Ahrberg seconded the motion. Ayes:5 Nays:0 Member

5. REPORTS & CORRESPONDENCE:

a. Chief's Report

b. administrative report

c. Treasurer's Reports, Income Statement (Budget vs. Actual), Cash Flow Forecast, Balance Sheets and Bank Reconciliation Statements

August Clerk Starr made motion to approve August statement as presented Treasurer Ahrberg seconded motion.
Ayes: 5 Nays 0

September- Member Wilson made motion to approve September statement as presented treasure Ahrberg seconded motion.

Ayes:5 Nays 0

October- Clerk Starr made motion to approve October with the correction of moving the \$160.36 from current July taxes to July Prior taxes. Treasurer Ahrberg seconded the motion.

Ayes: 4 Nays 0

6. NEW BUSINESS

A. Discussion and possible action on financial review by Jere Jarell. Clerk Starr made the motion to approve the financial review by Jere Jarell back to the date of August 18, 2022, Treasure Ahrberg seconded the motion **Ayes: 4 Nays 0**

B. Discussion and possible action on where to deposit the check from the truck sale. Member Wilson made motion to move deposit of truck sale to Capital. Clerk Starr seconded. **Ayes: 4 Nays 0**

C. Discussion and possible action on Carol Baxter's contract that was made in May 2022 Board Chair Randy asked for this item to be brought back per a conversation he had with Carol.

Member Wilson made a motion to offer Carol Baxter the following \$50.00 to do routine posting of required documents and minimal site maintenance Less than 1 hour a month. Carol must submit an invoice once a month for her charge by email to Admin .Anything over 1 hour has to be approved by the treasurer anything over \$250.00 must come in front of the board. This new contract will take affect December 1 Carol has been paid for all months prior except September still waiting for an invoice and November. Treasure Ahrberg Seconded. **Ayes: 4 Nays 0**

7. OLD BUSINESS –

8. CALL TO THE PUBLIC

Consideration and discussion of comments and complaints from the public. Those wishing to address the Houston Mesa Fire District Board need not request permission in advance. The Fire District Board is not permitted to discuss or take action on any item raised in the call to the public. 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 that the matter be placed on a future agenda. The Fire District Board cannot discuss or take legal action on any issues raised during the Call to the Public due to restrictions of the Open Meeting Law.

9. At any time during this meeting pursuant to A.R.S. §38-431.02(K), members of the Board of Directors and the Fire Chief may present a brief summary of current events. No action may be taken on issues presented.

10. CONSIDERATION AND POSSIBLE ACTION CALENDAR

Next regular monthly HMFD Board Meeting will be November 17, 2022, At 5:00 P.M

11. ADJOURNMENT 6:22 PM

Under the provisions of the Americans with disabilities Act, the Huston Mesa Fire District will make every effort to accommodate persons with disabilities. Please contact HMFD office at 928-472-7908 prior to scheduled meeting time.

Randall Norman, Chairperson