

PINE LAKE FIRE DISTRICT

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MINUTES OF A REGULAR MEETING OF THE PLFD GOVERNING BOARD ON 03/15/2023

CALL TO ORDER - Facilitated by the Chair of the Board.

- Paul Mackesey called to order the regular meeting of the Pine Lake Fire District Governing Board at **6:04pm on March 15, 2023** at the Fire Station #62 located at 6582 Flag Mine Road, Kingman, AZ.

PLEDGE OF ALLEGIANCE

- Pledge of Allegiance

ROLL CALL OF BOARD MEMBERS: Paul Mackesey, Dave Bellini, Heather Berge, Ron Kutil present. Quorum present.

MINUTES, FINANCIAL REPORTS PROVIDED TO THE BOARD ON March 15, 2023

APPROVAL OF MINUTES

Motion to approve minutes from 02/15/23 meeting made by Ron Kutil, 2nd by Dave Bellini. Board approved unanimously.

PLFD FINANCIAL AND OPERATIONS REPORTS

Board will **TABLE** the approval of Financials and Operations Reports until next meeting to allow for necessary Quick Books corrections. Ginny Reinhold, a former PLFD Secretary will work necessary corrections to be made.

PLFD FIRE CHIEF'S REPORT

The Fire Chief, Chris Shaffer's report was accepted by the Board. Chief Shaffer was present via phone.

- Operations have been smooth with no incidents to report.
- Chief has spoken to Chris Jackson, Battalion Chief with the City of Kingman, AZ about the possibility of working with them. Ideas will be considered.

PUBLIC COMMENT – comments are limited to five minutes per speaker.

- None.

OLD BUSINESS

- a. Discussion and possible action on establishing a separate bank account for the pension fund – **TABLED** until next meeting to allow Ginny Reinhold to review financials.
- b. Discussion and possible action on 2023/2024 budget – **TABLED** until next meeting.

NEW BUSINESS

- a. Accept resignation of Cathy Gates as PLFD Secretary. Paul Mackesey reviewed resignation letter from Cathy Gates. Dave Bellini motioned to approve, 2nd by Ron Kutil. Board approved unanimously.
- b. Discussion and possible action on whether to make Secretary position an employee of the Fire Department rather than of the Fire District Board – **TABLED** until next meeting. Board would like to research Pros/Cons of the position reporting to the Fire Chief vs the FD Board. Ron Kutil will research.

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- c. Appointing new PLFD Secretary. Board discussed position opening, errors in financials, possibility of requesting an audit from current CPA, Eugene Newman, and qualifications of candidate, Mona Mejia. Also, possibility of obtaining a new CPA from Bluewater Accounting. Ron Kutil motioned to appoint Mona Mejia as the new PLFD Secretary, 2nd from Dave Bellini. Board approved unanimously.
- d. Board discussed employing Ginny Reinhold on a temporary basis to assist with secretary transition and bookkeeping concerns. Ron Kutil motioned to hire G. Reinhold at \$500/month with no current end date, 2nd by Heather Berge. Board approved unanimously.
- e. Board discussed the possibility of directing Fire Chief, Chris Shaffer to obtain three bids on an All-Terrain Rescue Vehicle. Chief Shaffer reviewed request for two fully enclosed Side-by-Side All Terrain Rescue Vehicles. Paul Mackesey requested Chief Shaffer to attend the next meeting with exactly what his request entails including details and costs. Dave Bellini motioned in favor of Paul's request, 2nd from Heather Berge. Board approved unanimously.

CORRESPONDENCE

- Paul Mackesey stated that he had several emails from Tim Hammond stating that he would attend this meeting. Tim Hammond was a no show.

BOARD MEMBER COMMENTS

- Board thanked Ginny Reinhold for agreeing to assist the board during the Secretary transition and Mona Mejia for accepting the new position.

ADJOURNMENT

A motion to adjourn was made by Dave Bellini, 2nd by Ron Kutil and carried unanimously by the Board. Meeting adjourned at approximately 6:450pm.

CLERK OF THE BOARD _____