

MINUTES OF TONTO BASIN FIRE DISTRICT
BOARD OF DIRECTORS MEETING
Regular Session
December 21, 2023

Call to Order: This regular session Board Meeting was called to order at 1505 hours by Chairman John France at Tonto Basin Fire Station #1, 46189 N AZ Highway 188, Tonto Basin, AZ.

Pledge of Allegiance: Led by Cliff Metz.

Roll Call of Board Members: The following Board Members were present: Chairman John France, Clerk Debra “Deb” Morris, Secretary/Treasurer Robert Cooper, and Board Member Clifford “Cliff” Metz. Board Member Keli Smith was absent.

Also Present: Chief James Stoltenberg, Administrative Assistant Stormi Ewing, and Ben Archer-Clowes “Ben” with James Vincent Group (JVG). Captain/Reserve Jaret Kline arrived at 1558 hours.

Awards & Recognition: There were no awards or recognition for this meeting.

Reading and Approval of the November 15, 2023 Meeting Minutes: Following the review of the prior regular meeting minutes on November 15, a motion to approve the minutes was duly made by Board Member Robert Cooper and seconded by Board Member Deb Morris. Meeting minutes were unanimously approved and adopted.

Reports and Correspondence: The Chief’s Report, as distributed at this meeting, was presented by Chief Stoltenberg. Discussions ensued on the items as presented. Ben presented the financial reports with the following ending balances as of 11/30/2023:

National Bank:	\$ 58,880.38
Warrant Account:	\$ 527,922.97
Capital Reserve Account:	\$ 335,897.50

Following discussions on the Chief’s and Financial Reports a motion was made to accept as presented by Board Member Deb Morris and seconded by Board Member Cliff Metz. The vote to accept both reports was unanimous.

Call to the Public None

Discussion/Information and Action: proceeded regarding the Notice of Administrative Decision EMS-23-0065 from DHS as presented by Chief Stoltenberg. The DHS sent a letter to the Fire District absolving the District and thus closing this issue.

Discussion/Information and Action: proceeded regarding approval of the Memorandum of Understanding (MOU) between Tonto Basin Fire District (TBFD) and the Gila County Fire Districts for Fire Rescue 1 Training Program Billing Arrangement as presented by Chief Stoltenberg. The MOU allows TBFD to administer and bill other Fire Districts within Gila County for the training. Following discussion on the MOU between TBFD and Gila County a motion was made by Board Member John France to approve the MOU and was seconded by Board Member Cliff Metz. The vote to approve the MOU was unanimous. Following approval Chairman John France and Clerk Deb Morris signed the MOU on behalf of the District.

Break was taken at 1615 hours. The meeting was Called to Order again at 1623 hours.

Discussion/Information and Action: proceeded regarding Approval of the Letter of Resolution #12212023 and the Tonto Basin Fire District (TBFD) Investment Policy Statement for the Alternate Pension/Benefit Plan with Innes Associates as presented by Administrative Assistant

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Stormi Ewing . Following discussion on the Letter of Resolution and the TBFD Investment Policy Statement a motion was made by Board Member John France to approve Resolution #12212023 and the Investment Policy Statement for the Alternate Pension/Benefit Plan. It was seconded by Board Member Deb Morris. The vote to approve the Resolution was unanimous.

Discussion/Information and Action: proceeded regarding Approval to Replace Pension Board of Trustees members with Chief James Stoltenberg and Stormi Ewing and to appoint One Fire Board Member to the Pension Board to fill the vacancies on the Pension Board as presented by Administrative Assistant Stormi Ewing. Following discussion on the Pension Board's role and responsibilities a motion was made by Board Member John France to appoint and fill the two Pension Board Trustee positions with Chief James Stoltenberg and Administrative Assistant Stormi Ewing. The motion was seconded by Board Member Deb Morris. The vote to fill the two Trustee roles was unanimous.

A motion was made by Board Member Cliff Metz to appoint Board Member Robert Cooper as the Fire Board Member on the Pension Board. The motion was seconded by Board Member Deb Morris. The vote to appoint Board Member Cooper to the Pension Board was unanimous.

Discussion/Information and Action: proceeded regarding Approval of two payouts on the pension account as presented by Administrative Assistant Stormi Ewing. Following discussions on the payouts a motion was made by Board Member Robert Cooper to approve the two payouts and seconded by Board Member Cliff Metz. The vote to approve the payouts was unanimous.

Discussion/Information and Action: Chief Stoltenberg stated that there was no action needed on the updated Financial Policy and Procedures. They are still under revision. This item will be tabled until the January, 2024 Board meeting.

Call to the Public: None

Adjournment: There being no further business to come before the Board a motion to adjourn the meeting was made by Board Member Cliff Metz and seconded by Board Member John France. The vote to adjourn was unanimously adopted and the meeting adjourned at 1645 hours.