

MINUTES OF TONTO BASIN FIRE DISTRICT
BOARD OF DIRECTORS MEETING
Work and Regular Session
April 18, 2024

Call to Order: This work and regular session Board Meeting was called to order at 1310 hours by Chairman John France at Tonto Basin Fire Station #1, 46189 N AZ Highway 188, Tonto Basin, AZ.

Pledge of Allegiance: Led by Chief James Stoltenberg.

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

Also Present: Chief James Stoltenberg.

Ben Archer-Clowes “Ben” with James Vincent Group (JVG).
Dominic Filosa with James Vincent Group (JVG) via Teams.

Work Session

Discussion/Information and Action: proceeded regarding 1st draft of the budget for FY 2024/2025. Ben, Dominic & Chief Stoltenberg presented the Board with the proposed budget. There were discussions on revenues, personnel costs including employee compensation (raises, holiday pay, vacation time, 457 pension matching, and HSA increases) and potential revisions on certain line items such as utilities, vehicle maintenance, employee training, and business expenses. The budget proposal is to increase the tax levy from the existing \$3.50 to the allowed limit of \$3.75. No action taken was taken at this time. Work session ended at 1449 hours and a break was taken prior to starting the regular session.

During the break Board Member Keli Smith and Dominic Filosa with JVG left the meeting.

Regular Session started at 1500 hours

Awards & Recognition: There were no awards or recognition for this meeting. Chief Stoltenberg did thank the Chamber of Commerce for a donation of \$1,500 which assisted in the procurement of parts for the back-up generator and for other equipment that the Fire District is in need of. The District will send a note thanking the Chamber for their generous donation.

Reading and Approval of the March 21, 2024 Meeting Minutes: Following the review of the prior regular meeting minutes on March 21, 2024, a motion to approve the minutes was duly made by Board Member Cliff Metz and seconded by Board Member Deb Morris. Meeting minutes were unanimously approved and adopted.

Reports and Correspondence: The Chief’s Report was presented by Chief Stoltenberg. Discussions ensued on the items as presented. Ben presented the financial reports with the following ending balances as of 03/31/2024:

National Bank:	\$ 125,517.34
Warrant Account:	\$ 443,906.26
Capital Reserve Account:	\$ 338,671.37

Deb Morris did want to recognize Chief Stoltenberg and both Fire Chiefs from Globe and Tri-City for their excellent work on finalizing and being awarded the Fire Incident Management Grant in the amount of \$750,000.

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

Call to the Public None

Ben with JVG left the meeting at 1553.

Discussion/Information and Action: proceeded regarding review and approval of the new Tonto Basin Fire District (TBFDD) By-Laws of the Volunteer Pension Fund Board of Trustees as presented by Chief James Stoltenberg and Board Member Robert Cooper. Following discussion on the TBFDD By-Laws of the Volunteer Pension Fund Board of Trustees there were some changes requested by Board Member John France to Article III, Sections 1 and 2, to clarify who the Governing Board appoints (Fire Chief as Trustee and Fire Board Member) and who is appointed/elected by the Pension Board of Trustees. A motion was made by Board Member John France to approve and adopt the TBFDD By-Laws of the Volunteer Pension Fund Board of Trustees with the recommended changes to Article III, Sections 1 and 2. The motion was seconded by Board Member Cliff Metz. The vote to approve and adopt the TBFDD By-Laws of the Volunteer Pension Fund Board of Trustees with the recommended changes was unanimous.

Discussion/Information and Action: proceeded regarding review and approval of one 457 pension rollover on the Pension account as presented by Chief Stoltenberg. The 457 pension rollover is in the amount of \$72,699.98 and the Fire District has already received the check from Charles Schwab. This rollover does not impact the Fire District financials. Following discussion on the 457 pension rollover a motion was made by Board Member Cliff Metz to approve the 457 pension rollover. The motion was seconded by Board Member Robert Cooper. The vote to approve the 457 pension rollover was unanimous.

Discussion/Information and Action: proceeded regarding review and approval of volunteer pension pay-outs for nine individuals as presented by Chief Stoltenberg. The pay-out amounts include \$12,841.10, \$3,849.90, \$3,216.56, \$22,048.83, \$1,531.09, \$1,447.29, \$3,342.42, \$2,171.13, and \$8,340.01. The Chief did state that the District had not received the checks for the pay-outs as of now and that the pay-outs will not be processed until the checks are received. Following discussion on the volunteer pension pay-outs a motion was made by Board Member Cliff Metz to approve the nine volunteer pension pay-outs once the checks are received. The motion was seconded by Board Member Deb Morris. The vote to approve the volunteer pension pay-outs was unanimous.

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 Deb Morris. The vote to adjourn was unanimously adopted and the meeting adjourned at 1606 hours.