

**MINUTES OF TONTO BASIN FIRE DISTRICT**  
**BOARD OF DIRECTORS MEETING**  
Regular Session  
November 21, 2024

**Call to Order:** This regular session Board Meeting was called to order at 0930 hours by Chairman John France at Tonto Basin Fire Station #1, 46189 N AZ Highway 188, Tonto Basin, AZ.

**Pledge of Allegiance:** Led by Ben Archer-Clowes from James Vincent Group.

**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.

**Also Present:** Chief James Stoltenberg. Brian Nail. Ulysses Harness representing the VFW. Susan Harness as Notary Public.

Ben Archer-Clowes “Ben” with James Vincent Group (JVG).

**Call to the Public on Non-Agenda items:** This agenda item was moved forward to allow Ulysses Harness from the VFW to make a request from the Board. Mr. Harness asked if it was possible for the VFW to lease the old Station 1 in Punkin Center for VFW activities. The old Station 1 building is owned by the Fire District but the land is owned by the School District. There was much discussion and a few concerns raised. There can be no action since this was not part of the agenda, however, it was agreed that next steps would be for the Chief to tour the VFW through the old Station 1, reach out to our legal council to determine what is and isn’t achievable in terms of the old Station 1 lease, and for Board Member Deb Morris to reach out to Gila County Planning and Zoning to determine if this is achievable. There was no action taken and this topic will be tabled for a future agenda.

**Discussion/Information and Action:** The Oath of Office was performed by Board Member Robert Cooper for re-elected Board Members John France and Cliff Metz as well as newly appointed Board Member Brian Nail. All three had reviewed and signed off on the mandatory Open Meeting Law documents prior to this meeting. The notary was present only for this portion of the meeting.

**Awards & Recognition:** None.

**Reading and Approval of the October 24, 2024 Regular Meeting Minutes and the November 14, 2024 Special Meeting Minutes:** Following the review of the regular meeting minutes from October 24, 2024 and the special meeting minutes from November 14, 2024, a motion to approve both sets of minutes was duly made by Board Member Brian Nail and seconded by Board Member Cliff Metz. 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 10/31/2024:

National Bank:	\$ 86,183.42
Warrant Account:	\$ 669,357.53
Capital Reserve Account:	\$ 343,547.02

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

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**Call to the Public on Agenda items:** None

**Discussion/Information and Action:** Proceeded regarding the election of Board Officers. A motion was made by Board Member Brian Nail to maintain the existing Board Officers, John France as Chairman, Deb Morris as Clerk, and Robert Cooper as Secretary/Treasurer. The motion was seconded by Board Member Cliff Metz. The vote to maintain the existing Board Officers was unanimous.

**Discussion/Information and Action:** Proceeded regarding review and approval of the change of the Tonto Basin Fire District (TBFD) health insurance provider as presented by Chief Stoltenberg. Due to a couple of employees health issues during 2024, Trustmark the existing provider is increasing the rates by +127% from ~\$390 per employee per month to ~\$495 per employee per month. Based on this increase the Chief worked with an insurance agent to obtain additional health insurance quotes. Quotes were received from different companies including Cigna, Banner, BCBS, and Aetna and ranged in increases from 16% to 60%. The Chief recommended that TBFD change to Cigna which had the lowest increase at 16% and maintained the same coverage as the existing TBFD coverage. The total increase to TBFD is ~\$300 per month which was budgeted. Following review and discussion a motion to approve the change in health insurance to Cigna for TBFD was made by Board Member John France. The motion was seconded by Board Member Brian Nail. The vote to approve the change of TBFD health insurance to Cigna was unanimous.

**Discussion/Information and Action:** Proceeded regarding review and approval to continue the potential property purchase at Station 2 as presented by Chief Stoltenberg. When the station was originally built it was 3 feet over the property line to the East. The Chief has met with the new property owners East of the station to determine if they were amenable to the Fire District purchasing the 3 feet of property in question plus an additional 5 feet to the East for a total of 8 feet to the East. The property owners are amenable to a potential offer that would include the 8 feet to the East of the Station as well as an additional 3 feet to the back of the property equating to an estimated 1,172 square feet. Next steps are to obtain a survey and determine the market value of property in this area. The Chief would then provide the potential purchase price to the Board for approval. Following the discussion on the potential property purchase at Station 2 a motion was made by Board Member John France for the Chief to continue the purchase plan and negotiations of the Station 2 property purchase to be brought back to the Board for approval. The motion was seconded by Board Member Cliff Metz. The vote to allow the Chief to continue Station 2 property purchase plan and negotiations was unanimous.

**Discussion/Information and Action:** Proceeded regarding review and approval to create new e-mail accounts for the Tonto Basin Fire District (TBFD) as presented by Chief Stoltenberg. The Chief is working with SVI to get quotes for the 2025 IT budget as well as the cost to manage the TBFD e-mail systems. The e-mail systems need to be maintained by TBFD since all of the shared information is property of TBFD and must be managed by TBFD. Any associated costs would fall within the spending limits that the Chief has. Following discussion, a motion was made to by Board Member John France to approve the Chief to continue to work with SVI and create the new e-mail accounts for TBFD. The motion was seconded by Board Member Cliff Metz. The vote to allow TBFD to create new e-mail accounts for TBFD that would be managed by TBFD was unanimous.

**Call to the Public on Non-Agenda items:** None

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**Adjournment:** There being no further business to come before the Board a motion to adjourn the meeting was made by Board Member Robert Cooper and seconded by Board Member Deb Morris. The vote to adjourn was unanimously adopted and the meeting adjourned at 1056 hours.