

**MINUTES OF TONTO BASIN FIRE DISTRICT**  
**BOARD OF DIRECTORS MEETING**  
Regular and Work Session  
February 20, 2025

**Call to Order:** This regular and work session Board Meeting was called to order at 0933 hours by Chairman John France at Tonto Basin Fire Station #1, 46189 N AZ Highway 188, Tonto Basin, AZ.

**Pledge of Allegiance:** Led by Chairman John France.

**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 Brian Nail.

**Also Present:** Chief James Stoltenberg.

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

**Awards & Recognition:** None. Chief Stoltenberg did state that the Community Recognition Challenge Coins were ordered and should be in by the end of January. The first set of coins will be presented to the Forest Service crew who assisted in the medical aid incident at the Tonto National Monument in December 2024.

**Reading and Approval of the January 23, 2025 Regular Meeting Minutes:** Following review of the January 23, 2025 regular session meeting minutes a motion to approve the January 23, 2025 regular session meeting minutes was duly made by Board Member Cliff Metz and seconded by Board Member Brian Nail. 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 and one issue that was highlighted was that the Tonto Basin Fire District (TBFD) Certificate of Necessity (CON) was renewed for only 1 year as compared to past CON’s that were for 3 years. This is due to response times differences as compared to the original CON prepared years ago and the Chief will be working with Arizona Department of Health Services to rectify this issue going forward. Ben presented the financial reports with the following ending balances as of 01/31/2025:

National Bank:	\$ 157,597.81
Warrant Account:	\$ 830,945.48
Capital Reserve Account:	\$ 346,945.69

Board Member Deb Morris did request that the Board be provided a copy of the past CON data to understand the reason for receiving the 1-year CON in lieu of the 3-year CON. Chief Stoltenberg will request and provide this information to the Board. Following discussions on the Chief’s and Financial Reports a motion was duly 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.

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

**Discussion/Information and Action:** Chief Stoltenberg presented an update on the Station 92 potential property purchase. The property survey was completed which resulted in the need to purchase 1159 square feet (.027 acres) from the Hydes in order to ensure that Station 92 had the proper setbacks. The potential property line changes have been provided to Gila County for approval. Once approved a variation request permit application will need to be completed and provided to Gila County. The Hyde’s would like to receive \$4,999 for the property but are

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willing to donate this to the Fire District for their personal tax purposes. The Chief researched comparable property valuations. These valuations were averaged to come up with a fair market valuation of \$4,531. Board Member John France made a motion to allow the Chief to present the \$4,531 purchase price to the Hydes at 153 W. Elm Ln. Board Member Deb Morris seconded the motion. The vote to allow the Chief to present the \$4,531 purchase price to the Hydes was unanimous. Board Member John France then made a motion to empower Board Member Deb Morris to act as the Board representative for preparing and filing the variance request permit application to Gila County given her background on permitting. The motion was seconded by Board Member Cliff Metz. The motion to empower Board Member Deb Morris to act as the Board representative for variance permitting was unanimous.

**Discussion/Information:** Proceeded regarding a discussion on the concerns with the water company over fire hydrants. The water company had put locks on some fire hydrants in the community to ensure there was no water theft. The water company has given the Chief and the Fire District the approval to cut off the locks if water is needed for fighting fires. There was no action taken on this issue.

**Call to the Public on Non-Agenda items:** Board Member Cliff Metz discussed the upcoming Community pancake breakfast on March 15, 2025 at Station 91. Board Member Metz will be working with the Kiwanis to purchase the food for the breakfast and needs to get a list of items needed. There were also ideas for the breakfast including a cornhole challenge, bouncy house for children, etc. Any ideas/suggestions are welcome. The focus is to get as much community involvement as possible. There was no action taken on this issue.

A motion to end the Regular Session and take a break prior to beginning the Work Session was made by Board Member John France. The motion was seconded by Board Member Deb Morris. The motion to end the regular session was unanimous.

**The Regular Session was ended and a break taken at 1116 hours. Ben with JVG left the meeting at this time.**

**The Work Session started at 1134 hours following the break**

**Discussion/Information and Action:** Proceeded regarding review of the draft Tonto Basin Fire District (Tbfd) Governing Board Handbook. This handbook is being prepared to help the existing and future Board Members understand the role of the Board and set the parameters in which the Board will operate. All Board Members and the Chief had the opportunity to provide feedback and potential modifications to the handbook. The next steps are for Board Member Robert Cooper to modify the draft handbook based on the modifications and edits recommended by the Board and send it to Chairman John France and the Fire District Attorney Jeffrey C. Matura for review and editing. There was no action taken on this issue.

**Adjournment:** There being no further business to come before the Board a motion to adjourn the meeting was made by Board Member Deb Morris and seconded by Board Member Brian Nail. The vote to adjourn was unanimously adopted and the meeting adjourned at 1235 hours.