

**Black Canyon Fire District
June 02, 2016**

Special Board Meeting Minutes

I. CALL TO ORDER

Board Chair J. Coslett-Muirhead called the Special Fire Board Meeting to order on Thursday June 2, 2016, at 6:00 p.m. at the Fire District Administration Office, 35050 S. Old Black Canyon Highway, Black Canyon City, Arizona.

II. ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM

Members Present: Board Chairman Jeri Coslett-Muirhead, Board Clerk Diana Kenson, Board Member William (Bill) Davis, Board Member Jack Artrip,

Members Absent: Board Member Sharon McMahon *Board Chair affirms quorum is present.*

III. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA: Led by Chief Nichols

IV. CALL TO THE PUBLIC : There was no response to the Call to the Public

New Business:

- A. Discussion & Possible Action: Approve an engagement letter for accounting work H & S Accounting will perform from 07/01/2015 through 05/31/2016 and a 1,500.00 retainer fee. E. Caldwell stated this is our normal contract with H & S Accounting; we are just starting early to start the prep work for the transition to DMFD. D. Kenson motions to approve the engagement letter for H & S Accounting, J. Artrip seconds the motion.**

Vote conducted **MOTIONED CARRIED.**

AYES: Coslett-Muirhead, Kenson, Artrip, Davis
NAYS: None
ABSTAIN: None

Old Business

- A. Discussion and possible actions re: Approving a revised contract with Daisy Mountain Fire District to provide Management and Administrative Services for Black Canyon Fire District. Board Member J. Artrip motions to approve the revised contract between Black Canyon Fire District and Daisy Mountain Fire District as presented, B. Davis seconds the motion. All Board members agree that the changes made are minimal.**

Vote conducted **MOTIONED CARRIED.**

AYES: Coslett-Muirhead, Kenson, Artrip, Davis
NAYS: None
ABSTAIN: None

- B. Discussion & Possible Action: Other avenues available to provide Management and Administrative Services for Black Canyon Fire District. Pursuant to A.R.S. 38-431.03(A) (1) The Board may elect to enter into executive session for the purpose of Discussion or consideration of employment, assignment, appointment, or promotion, including the possible discussion of salaries. No Action Taken due to signing agreement with DMFD**

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ADJOURNMENT:

The meeting adjourned at 6:27 P.M. (J. Artrip motions to adjourn/ D. Kenson seconds)

NEXT SCHEDULED BOARD MEETING

May 26th, 2016

Regular Board Meeting



Authorized Signature



Date

The complete packet of information from the Board meetings or portions thereof is available from the Administrative Office upon completion of a Public Records Request.

The Fire District Administrative Office is accessible to the handicapped. In compliance with the Americans with Disabilities Act (ADA), those with special needs, such as large-type face point or other reasonable accommodations may request these through the Fire District of Black Canyon City Administrative Offices (623-374-5512) at least twenty-four hours before the meeting.

"Black Canyon Fire Department is an Equal opportunity employer and provider."