

Black Canyon Fire District  
Meeting Minutes  
Thursday June 30<sup>th</sup>, 2016

**CALL TO ORDER** Board Chair J. Coslett-Muirhead called the Fire Board Meeting to order on Thursday, June 30<sup>th</sup>, 2016 at 6:00 p.m. at the Fire District Administration Office, 35050 S. Old Black Canyon Highway, Black Canyon City, Arizona.

**ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM**

Members Present: Board Chairman Jeri Coslett-Muirhead; Board Clerk Diana Kenson; Board Member William Davis, Board Member Sharon McMahon, Board Member Jack Artrip

Members Absent: None

*Board Chair affirms a quorum*

Administrative Staff Present: Chief Mark Nichols, Valerie Helms

**PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA:** led by Valerie Helms

**CALL TO THE PUBLIC** There was no response to the Call to the Public

**MINUTES**

Discussion & Possible Action – Approval of May 26, 2016 Regular Board Meeting; and May 18<sup>th</sup> and June 2, 2016 Special Meeting minutes: Board Clerk D. Kenson motions to approve the minutes; Board Member S. McMahon seconds the motion;

Vote conducted to Approve. **MOTIONED CARRIED.**

AYES: Coslett-Muirhead, Kenson, Davis, McMahon, Artrip

NAYS: None

ABSTAIN: None

**CONSENT AGENDA**

- A. May 2016 Monthly Financial Report: Board Clerk D. Kenson motions to approve the Consent agenda item A; Board Member J. Artrip seconds the motion;
  
- B. May 2016 Ambulance Bookkeeping and Insurance Billing Report: Board Member S. McMahon motions to approve the Consent agenda item B; Board Member J. Artrip seconds the motion;

Vote conducted for items A & B on consent agenda **MOTIONED CARRIED.**

AYES: Coslett-Muirhead, Kenson, Davis, McMahon, Artrip

NAYS: None

ABSTAIN: None

**CURRENT EVENTS SUMMARIES, REPORTS, AND/OR CORRESPONDENCE**

(Current Event Summaries are regarding activities of the Fire District and the status and progress relating thereto.)

**Fire Chief Report and Current Events Summary for March 2015**

Chief discussed Current Events as outlined in Chief's report within Board Packet.

- Anniversaries: Firefighter John Burkhart 14 years
- Reviewed call volume numbers over the past month and compared to previous years
- Discussed successful grant award of \$13,500

Public Comment: **None**

New Business:

**A. Discussion & Possible action re:** Approval of the Engagement letter with Accounting Professionals, LLC for Black Canyon Fire District's Annual Audit for Fiscal Year 2015/2016. **Board Clerk D. Kenson motions to approve the Engagement letter with Accounting Professionals, LLC for the Fiscal Year 2015/2016 annual audit, Board Member W. Davis seconds the motion;**

Vote conducted. MOTIONED CARRIED.

AYES: Coslett-Muirhead, Kenson, Davis, McMahon, Artrip

NAYS: None

ABSTAIN: None

**B. Fiscal Year 2016/2017 BCFD Public Budget Hearing**

**a. Public Comment re: Fiscal Year 2016/2017 Black Canyon Fire District Budget.** There were no public comments regarding the Fiscal Year 2016/2017 Black Canyon Fire District Budget.

**b. Discussion & Possible action re:** Adoption of Fiscal Year 2016/2017 budget; Setting Fiscal Year 2016/2017 Bond Tax Rate. **Board Member S. McMahon motions for discussion; Board Member J. Artrip seconds the motion.** The board enters into discussion regarding the bond and the department paying the bond instead of additional tax levied on the citizens. Chief Nichols asks the board for direction on contacting the county and attorneys for more clarification. The board requests that Chief Nichols research and report back to the board his findings. **Board Member S. McMahon motions to table the Adoption of Fiscal Year 2016/2017 budget and setting Fiscal Year 2016/2017 Bond tax rate, Board Member J. Artrip seconds the motion;**

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**c. Discussion and possible action re:** Certification for Fiscal Year Budget 2016/2017 **Board Member S. McMahon motions to table the Certification of the Fiscal Year 2016/2017 budget, Board Member J. Artrip seconds the motion;** Vote conducted. MOTIONED CARRIED.

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


**ADJOURNMENT**

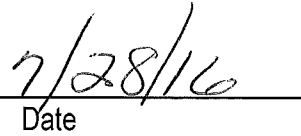
Board Clerk D. Kenson motions to adjourn the meeting; Board Member J. Artrip seconds the motion;

(Whereupon, the regular meeting of the Black Canyon Fire District was adjourned at 6:29 p.m.)

**NEXT SCHEDULED BOARD MEETING**

Thursday, July 28<sup>h</sup>, 2016

  
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.

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