Minutes to the Board of Directors Meeting

June 23, 2025

**Chair of the board Chris Johnson calls the meeting to order at 9:00 a.m.**

1. **Roll call and confirmation of Quorum.**

Chris Johnson, Ruth Ann LeFebvre, Eddie McArthur and Bob Garber are present, Russ Kolsrud is absent from the meeting and The Board has a quorum.

1. **Pledge of Allegiance to the Flag.**
2. **Call to the public.**
* Members of the public are invited to address the Board and/or submit written comments for inclusion in the minutes. Members of the Board shall not discuss or take legal action on matters raised during an open call to the public, unless the matters are properly noticed on the agenda for discussion and legal action.
* No members of the public were in attendance.
1. **Approval of the Minutes from past meetings-**

The Board reviews minutes from the April 28th meeting and from the May 19th Board meeting.

*Eddie McArthur moves to approve the minutes from the April 28th, 2025 Board Meeting; Ruth Ann LeFebvre seconds the motions and it’s approved unanimously.*

*Eddie McArthur moves to approve the minutes from the May 19th, 2025 Board Meeting; Ruth Ann LeFebvre seconds the motions and it’s approved unanimously.*

**5. Reports from the Fire Chief or his designee may include the following topics:**

 **2024-2026 Strategic Plan Implementation**:

* **2024-2026 Strategic Plan**

• The Implementation Team met on June 9th.

• We are extending the Community Risk Assessment (CRA) and Community Risk Reduction (CRR) plan to include all of Eastern SCC-6B.

• I participated in a focus group on Emergency Services as a part of the pending Community Protection and Benefit Agreement (CPBA) related to South 32’s Hermosa Project-3D.

* **Administration/Budget:**

• Sentencing for the former SCC Treasurer is scheduled for June 25th in Tucson.

 • We will be asking the Board to provide final adoption of the FY25/26 budget today.

• SEFD hosted 10 school age kids for a Future Fire Fighter Camp this month.

* We transitioned to Provident Insurance on the 15th.
* **Operations:**

• New Recruits: We have two new recruits in the process. Staffing: FF/EMT Dail has excepted a position at Rincon Valley Fire.

* PSPRS Local Board: Is currently scheduled to meet in July. Captain Bowman was selected to replace FF Glaser on the Board.
* Building/Grounds: The training room project continues with new lighting and window coverings next, followed by new wall art and information boards.
* Apparatus: New apparatus being considered is 2009 Chevy Tahoe, that was used as command vehicle by HPFD and will be used by Fire Chief at SEFD and CH820 will transfer to utility vehicle. E823 is in Tucson for repairs and all other apparatus are in service. E822 had to undergo moderate unplanned repairs but is in service.
* Neighboring Agency News & Developments: Town of Patagonia
* Total incidents for the month of May ended at 66 and here is the breakdown: FIRE-5, RESCUE & EMS-38, SERVICE-14, GOOD INTENT-9, HAZARDOUS CONDITION-0, and FALSE ALARM & FALSE CALL-0. Incident count by Zone: Zone 1 had 31, Zone 2 had 2, Zone 3 had 7, Zone 4 had 0, and Zone 5 had 26 for a total of 66. Under incident count by day, the busiest days of the week are trending at Sunday, Wednesday and Saturday with most calls running during the day. There were 52 incidents during the day and 14 incidents during the night hours.
* Certificate of Necessity: SEFD received an additional 12-month waiver on GPS requirement under HB2609.

• **Legislative Update**: There are five bills in the House that could affect our industry: HB2197, HB2268, HB2384 (Is now dead), HB2457, and HB2942. There are three bills in the Senate: SB1149, SB1285 and SB1345 (Is now dead).

**6.Presentation and Approval of Monthly Financial Reconciliation and Reports pursuant to ARS Sec. 48-807 including:**

**• reconciled balance sheet accounts;**

**• month-end statements;**

 **• month-end balances at all institutions and county accounts;**

**• revenues and expenditures; and**

**• cash flow projection report.**

* Ben Archer Clowes from James Vincent Group presents the financials for May, 2025. Over the past couple months, we are seeing the cash balance go up by approximately $43,000. This is due to a significant amount of tax revenue coming in and ambulance revenue is up and over by $7,000 from what we projected. Still not sure if we will catch up on ambulance revenue by the end of this fiscal year but it is a good trend. We are ending the year ahead of where we were last year with cash flow.
* *Robert Garber moves to approve the financials for the month of May 2025, Eddie McArthur seconds the motion and it’s approved unanimously.*

**7. Review, discussion and possible action - Resolution 2025-01 Public Safety Personnel Retirement System [PSPRS] Funding Policy – Each year the Board is required to adopt a policy establishing its commitment to maintaining stability of its contributions into the system.**

* Chris Johnson reads aloud the Resolution 2025-01 Public Safety Personnel Retirement System (PSPRS) Funding Policy.

*Ruth Ann LeFebvre moves to adopt Resolution 2025-1; Eddie McArthur seconds the motion and it’s approved without opposition.*

**8. Public Hearing Fiscal year 2025-2026 Budget – Members of the public are invited to address the Board concerning the proposed budget.**

*Eddie McArthur moves to suspend the meeting to go into a public hearing to hear from the public, Ruth Ann LeFebvre seconds the motion and it’s approved without opposition.*

* No Public at the Meeting.

*Robert Garber moves to close the public meeting, Ruth Ann LeFebvre seconds the motion and it’s approved without opposition.*

* **New Board Meeting back in session with a Roll Call: Chris Johnson, Robert Garber, Eddie McArthur and Ruth Ann LeFebvre are all present, Russ Kolsrud is not present and the Board has a quorum.**

*Eddie McArthur moves for the Board to be back in regular session and Robert Garber seconds the motion and it’s approved without opposition.*

**9. Review, discussion and possible action - Resolution 2025-02 final adoption of the Fiscal Year 2025-2026 budget. All District revenues and expenses may be discussed and acted upon. The district’s secondary property tax rate may also be discussed.**

* Ben & Steven from JVG illustrate to the Board the fact that the Board can choose to stay at 3.1% tax rate and the budget can be balanced, however we will not be able to put much into reserves for future needs. Steven put up a five-year projection for review and if the Board considers the 3.25% then the district can put money into reserves and plan for future vehicle replacement. Chief comments about the age of the fleet and how there will need to be a plan for replacement and that requires funds in reserve. Ben commented that he is very cautious to state that if the district goes to 3.25%, the district would never have to raise the tax rate again, it is based on assessed value and is out of our control. Robert Garber speaks about the possibility of not increasing the tax rate and it continues to be his commitment to not increase the tax rate.

*Eddie McArthur moves to approve the FY25/26 Budget as proposed with the 3.25%*

*Tax rate, Ruth Ann LeFebvre seconds the motion, the motion has 3 Yea and 1 Nea from Robert Garber. The motion has majority and is approved.*

* *Chris Johnson reads the Resolution 2025-2, final adoption of the 2025-2026 Fiscal Budget to the Board.*

*Eddie McArthur moves to adopt Resolution 2025-2, Ruth Ann LeFebvre seconds the motion, the motion has 3 Yea and 1 Nea from Robert Garber. The motion has the majority and is approved.*

**10. Review, discussion and possible action- authorization for SEFD to purchase from Helmet Peak Fire Department a 2009 Chevrolet Tahoe (VIN 1GNK03059R226888) for a price not to exceed $15,000 and no sooner than July 1, 2025.**

*Robert Garber moves to offer $10,000 for the 2009 Chevrolet Tahoe, Eddie McArthur seconds the motion and all approve thus it is passed.*

**11. Consideration of agenda items for future meetings.**

*Eddie McArthur moves to adjourn the meeting; Ruth Ann LeFebvre seconds the motion and the motion is carried without opposition.*

Chris Johnson adjourns the meeting at **10:45 a.m.**

A digital copy of this meeting is available to the public at the Sonoita-Elgin Fire District, located at 3137 AZ Highway 83 Sonoita, AZ 85637

**NOTICE: The Sonoita-Elgin Fire District Board of Directors may go into executive session for the purpose of obtaining legal advice from the fire district’s attorney(s) on any of the above agenda items pursuant to A.R.S. 38-431.03(A)(3)**

Minutes approved by\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Board Clerk, on \_\_\_\_­­­­­\_\_\_\_\_\_\_

 Ruth Ann LeFebvre Date