

**Minutes to Meeting of the Board of Directors of the Sonoita-Elgin Fire District**  
**Board of Directors**  
**Monday, April 26, 2021 at 9:00 am**

**CALL TO ORDER**

**Pledge of Allegiance**

**Roll Call** – Dorney, Garber, Webber, Johnson (attended telephonically)

(Note: Governing board members and/or attorney may attend telephonically/digitally)

**CALL TO THE PUBLIC** – Call to the Public cancelled due to the COVID restrictions. Members off the public are invited to submit written statements. Two items submitted prior to the meeting: A records request, and a letter inquiring about the investigation of Chief De Wolf.

**APPROVAL OF THE MINUTES - April 7 & April 19, 2021:** Tabled until next meeting. *Note: Recordings are available should a public member request minutes that have not been posted to the website, which meets open meeting law requirements.*

**REPORT FROM THE FIRE CHIEF :** Key points noted by acting Chief Buonaccorsi:

- Review of Service calls by zone and shifts
- Status of vehicles: Maintenance completed on all brush trucks, no other maintenance issues to report
- Status of new ambulance: Ambulance was sold, but another has been secured with less mileage for same cost. Contract to be completed this week, and method/expense of transportation being addressed. Expected arrival in June 2021 timeframe.
- Status of equipment: Air compressor being evaluated for replacement
- Report on personnel: since last Board meeting, 3 new recruits being processed, added 3 returning members part-time, still in process of recruiting/accepting applications for paramedic/firefighters.

**MONTHLY FINANCIALS** – Monthly financials reviewed . At Board’s request, the financials included the PSPRS spreadsheet for each pay period with employee and employer contributions, and the general ledger for profit and loss by account. The Board requested that these additional reports continue to be provided until further notice. Note: For the first time the Cash Flow Forecast was provided to the public

Note: Chair Johnson confirmed that PSPRS is fully funded and SEFD Fire District has no deficits., as opposed to Santa Cruz County who had underfunded their PSPRS accounts.

Motion to approve monthly financials by Dorney, seconded by Garber, motion carried unanimously.

**UPDATE ON PRESS RELEASE**– Chair Johnson provided release to Patagonia Regional times and the Nogales International papers.

**ACTION ITEMS:**

1- Review, discussion ,and possible action regarding the SEFD 2021-2022 annual budget:

Motion made by Johnson to post draft budget for public comments and input for next 30 days, seconded by Garber, motion carried unanimously. Draft budget will be posted at Sonoita Post Office (3166 N. Highway 83, Sonoita, Az.), the SEFD Station, and will be sent to the Patagonia Regional Times.

2- Review, discussion ,and possible action regarding Vendor contracts/agreements:

- Chair Johnson noted such documents protect the District and allows for more vigilant over liability costs to the District. Per Acting Chief Buonaccorsi, contract/agreements will be available with the start of the new budget. Key contracts/agreements are: Legal, Human Resources , IT, Auditors. Liability insurance will also be a requirement of any vendor.

3. Review, discussion ,and possible action regarding Notification of meeting agenda to public:

This item due to legal issues with posting timeframes that might cause meeting postponements. Open Meeting Laws require posting in 2 places, the Fire Station and the Post Office. Motion by Garber to update the meeting agenda to specify the Fire Station and Post Office as official posting locations for the signatory of the agenda, seconded by Dorney, motion carried unanimously.

Note: Notices of meetings will be posted on the SEFD website as a courtesy and will be noted in the agenda, but does not require a signature.

4. Review, discussion ,and possible action for possible IGA with Palominas District and Sonoita-Elgin Fire District For Chief and Administrative services:

After a lengthy discussion on the proposal, the Board agreed to meet on May 7, 2021 at 9 am to review, discuss a draft IGA with the Palominas District. The IGA would be required until the Administrative Position and Fire Chief positions could be filled. Modifications to the IGA would be made at the meeting on May 7<sup>th</sup>.

**Adjournment:** Motion to adjourn by Dorney, seconded by Garber, motion carried unanimously.

Minutes approved by Reba Webber, Board Clerk, on 7/27/2021  
Reba Webber date