

Sonoita-Elgin Fire District  
Governing Board Meeting Agenda

PURSUANT TO A.R.S. §38.431.02 *Notice is hereby given to the general public that the Sonoita-Elgin Fire District (SEFD) Board of Directors (SEFD is governed by a five-member Board pursuant to A.R.S. §48-803.B) will hold a meeting on Monday, Sept 28, 2020. The meeting will be held at the SEFD fire station, located at 3173 N. Highway 83, Sonoita, AZ. The meeting is open to the general public and will begin at 9: am. local time.*

The following agenda items are scheduled for consideration by the SEFD Board of Directors at the board meeting. Action or decisions may or may not be taken on any or all items. Agenda items may or may not be considered in the order listed:

**AGENDA:**

- A. Call to Order.
- B. Roll Call of Board Members
- C. Pledge of Allegiance.

**Call to the Public. Limited to 3 minutes**

*A public body may make an open call to the public during a public meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the public body. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.*

- 1) Review and approval of the governing board meeting minutes...
  - a. June 22, 2020
  - b. July 27, 2020
  - c. August 24, 2020
  - d. August 27, 2020
  - e. Sept. 22, 2020
- 2) Report from the Fire Chief regarding the provision of fire and EMS to the SEFD; management and supervision of the SEFD.
- 3) Monthly financial reports and consideration of district financial matters pursuant to A.R.S.§48-807: Review and approval of monthly financial reports for June, 2020 to include: reconciled balance sheet accounts; updated cash flow projections; month-end fund statements, and month-end reports of financial institutions in which the SEFD maintains an account.
- 4) Discussion and possible direction to the Acting Chief with regards to structure of minutes: Referencing Arizona's Open Meeting Law section 7.8.
- 5) Chain of Command Chart and the New Evaluation Process: Purpose is to discuss where these documents should be stored and if not, why not. Webber

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- 6) Discussion / update on proposed distribution of questionnaire - Dorney
- 7) Discussion and possible action on finalizing Chief De Wolf's annual review. Webber
- 8) Review, discussion, and consideration of possible action regarding the Board's due diligence in following up on the correspondence directed to Board members including possible use of outside investigator, and direction to Chief Buonaccorsi to assist in facilitating any investigation.
- 9) Discussion and possible action regarding Acting Chief salary: Per the August 24, 2020 minutes: "Chris Johnson stated that in the Executive session, the Board discussed Jon Buonaccorsi's salary. Reba Webber made the motion to retroactively from the first day of his appointment by Chief, to pay him \$1000 each of the 3 pay periods. They will renegotiate this in Sept. Annette Dorney 2<sup>nd</sup>. Motion carried unanimously." **SEFD Board may go into executive session to discuss continuation of salary with Acting Chief Buonaccorsi.**
- \*Confirmation that Acting Chief Buonaccorsi received notice of possible executive session
- 10) Housekeeping – Compliance with Certification Requirement for ASRS 48-805.02 – Signatures required for same.
- 11) Housekeeping – Elections, cancellation of.
- 12) Adjournment:

Governing board members may attend telephonically.

*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).*

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The undersigned hereby attests that a copy of this meeting agenda was duly posted at the following locations:

- A) Sonoita Post Office – 3166 N. Highway 83, Suite 1, Sonoita, AZ
- B) [WWW.SEFD911.org](http://WWW.SEFD911.org)

Governing board meeting agenda dated and posted: Sept. 25, 2020. At 10:00 Local Time  
By \_\_\_\_\_ Kathy L. Goodwin, Administrative Assistant to the Chief.