



CIRCLE CITY/MORRISTOWN FIRE DISTRICT
41026 N CASTLE HOT SPRINGS RD / P.O. BOX 26
MORRISTOWN, AZ 85342

BOARD MEETING MINUTES

March 10th, 2011 7:00PM

(A.R.S §§ 48-803, 48-804 and 48-805)

- 1) **Call To Order**
7:01pm
-Board Member
- 2) **Pledge Allegiance**
-Board member Stan Rothermel led the assembly in the pledge of allegiance.
- 3) **Roll Call**
-Board member Stan Rothermel called the roll call; the following were present; Stan Rothermel, Jon Krogstad, Vivian House, Bruce Allred and Beverly Layton.
- 4) **Executive Session – Review of Fire Chief’s Contract**
-Executive session moved to the last item on the agenda. Board entered executive session at 7:45pm, they resumed regular meeting at 8:00pm.
- 5) **Approval of 13th of January 2011 and 10th of February 2011 Minutes**
-Stan Rothermel made a motion to accept the minutes for January and February 2011 Board Minutes. Beverly Layton second the motion. Motion carried unanimously.
- 6) **Review the Expenditures Report**
 - a) **Transaction Detail by Account**
 - b) **Profit and Loss vs. Actual**
 - Stan Rothermel suggested that we increase the fuel budget in the upcoming budget to accommodate the rising fuel costs. Chief Dame and Beverly agreed that the rising fuel costs will be an issue.
- 7) **Treasurer’s Report**
 - a) **Balance Sheet**
 - Beverly Layton read the Balance Sheet to the audience.
- 8) **Fire Chief’s Report**
 - a) **February 14th and March 7th Budget Meeting Agenda**
 - Chief Dame announced to the audience where the budget meeting agendas are posted prior to the meetings.
 - b) **Department Incident Reporting for February**
 - A question was asked from Roger Gacke (audience member) regarding how the average response time was figured. The procedure was explained by Chief Dame and Beverly Layton and no further questions were asked.
 - c) **Department Donations**
- 9) **HR Review**

a) Board of Directors various job descriptions/ duties

- Judy Shaffer handed out packets to all board members and also presented a slide show regarding all of the board member duties.

10) Presentation of SOG 2.3.25-Electronic Communications

- Deputy Chief Russell Dennis explained the SOG 2.3.25 to the Board. Stan Rothermel made the motion to vote on the SOG. Beverly Layton 2nd the motion, Motion carried unanimously.

11) Announcements

- Circle City St. Patrick's Day parade March 12th at 10am. Also, Grand Desert Days will be on April 9th at Morristown Elementary School.

12) Public Comments

- Two members of the audience, Roger Gacke and Terry Salvatore, asked the Board if there are any preliminary ideas on the upcoming budget. Chief Dame stated that the budget is not on the agenda and is not legally able to be discussed, Judy Shaffer agreed. Roger Gacke (audience member) suggested that Chief Dame was not at liberty to stop the discussion. Bruce Allred stated that the law makes this decision and that the Board is not legally able to speak on the subject since it was not an agenda item. Bruce asked the board for approval to address the subject of the upcoming budget to the audience. The board agreed. Bruce gave a brief statement and the audience was invited to attend the March 28, 2011 Budget Meeting. The process of how the Budget Committee members are chosen was explained to the audience.

13) Adjournment

8:00pm

- Board member Beverly Layton gave a motion to adjourn, Board member Stan Rothermel second the motion. Motion carried unanimously.

Minutes prepared on March 10, 2011, 2011 by:

Vivian House

Clerk of the Board

Circle City Morristown Fire District

MEETING DATE: March 10th, 2011

DATE MINUTES APPROVED: _____

Vivian House, Clerk

Stan Rothermel, Chairman