



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

## **PUBLIC HEARING & BOARD MEETING MINUTES**

**May 15<sup>th</sup>, 2018 6:00PM**  
**(ARS §§ 38-431 thru 38-431.09)**

**1) Call To Order**

6:01PM – JC Campbell called the meeting to order

**2) Pledge Allegiance**

JC Campbell led the Pledge of Allegiance

**3) Roll Call**

JC Campbell called the roll call; the following were present: JC Campbell, Art Pfluger, Beverly Layton, Vivian Hughes, Chris Mueller, Fire Chief Harry Dame and Administrative Assistant Lacy Sorensen.

**4) Public Comments on Proposed 2018-2019 Budget**

6:02PM JC Campbell made a motion to begin the Public Hearing. Beverly Layton second the motion. Vote: Aye-5 Nay-0  
There were no public comments on the proposed 2018-2019 Budget. Public Hearing closed at 6:10PM.

**5) Discussion and Possible Action re: Proposed 2018-2019 Budget**

Board discussed final questions/comments about the proposed 2018-2019 Budget. JC Campbell made a motion to approve the 2018-2019 Budget as published. Vivian Hughes second the motion. Vote: Aye-5 Nay-0

**6) Public Comments**

No public comments.

**7) Discussion and Possible Action re: April 16<sup>th</sup>, 2018 Board Meeting Minutes**

JC Campbell made a motion to accept the April 16<sup>th</sup>, 2018 Board Meeting Minutes as published. Vivian Hughes second the motion.  
Vote: Aye- 4 Nay-0 Abstained - 1

**8) Discussion and Possible Action re: Financial Reports**

- a) **Transaction Detail by Account**
- b) **Profit and Loss vs. Actual**
- c) **Bank Statements**
- d) **Cash Flow Projection**
- e) **Balance Sheet**

Financial reports were reviewed and discussed. JC Campbell made a motion to approve the financial reports as published. Vivian Hughes second the motion. Vote: Aye- 5 Nay- 0

**9) Discussion and Possible Action re: Fire Chief's Report**

- a) **Department Incident Reporting for April 2018**
- b) **Department Donations and Out of District Billing**
- c) **Capital Improvement Outlay**
- d) **Letter from the Public**

Fire Chief reported on above items; No action taken.

**10) Discussion and Possible Action re: Adopting a Form and Procedure for the Fire Chief's Annual Evaluation**

Board discussed the proposed evaluation form and procedure. JC Campbell made a motion to approve the annual evaluation form (signature page to be added) with the first evaluation period beginning May 15<sup>th</sup>, 2018 and going until the June 2019 Board Meeting date. Beverly Layton second the motion. Vote: Aye-3 Nay-2

**11) Discussion and Possible Action re: Installation of Water Tanks**

JC Campbell spoke with Walt at Wickenburg Pumps. They will be scheduling an appointment with Maricopa County permit department regarding the permits.

**12) Discussion and Possible Action re: Community Announcement/Event Program**

No updates on this item.

**13) Public Comments**

No public comments.

**14) Announcements (No Action Will Be Taken)**

Items to be added to next month's agenda:

- Diana Stuart would like to report on Hassyampa Heights development
- Invoices received from Bill Whittington for Chief Evaluation Form Samples
- 2018-2019 Board Meeting Dates and Times

**15) Adjournment**

Meeting adjourned at 6:55 PM.

Minutes prepared on May 22<sup>nd</sup>, 2018 by:  
Lacy Sorensen, Administrative Assistant  
Circle City Morristown Fire District

**MEETING DATE: May 15<sup>th</sup>, 2018**

**DATE MINUTES APPROVED: June 18<sup>th</sup>, 2018**

Approved