

**MINUTES OF THE REGULAR MEETING OF GOVERNING BOARD OF  
NORTHERN ARIZONA CONSOLIDATED FIRE DISTRICT #1  
THURSDAY, MARCH 19, 2020**

The Governing Board of the Northern Arizona Consolidated Fire District #1 met this 19<sup>th</sup> day of March 2020, at 6:00 p.m. for its regular meeting, at 2485 Northern Avenue in Kingman, AZ 86409.

1. **CALL TO ORDER** – The meeting was called to order by Board Chairman Bailey at 6:02 p.m.
2. **PLEDGE OF ALLEGIANCE** – Board Chairman Bailey led the Pledge of Allegiance.
3. **ROLL CALL OF BOARD MEMBERS** – Board members present: Board Chairman Jim Bailey, Director John Bryant. Board Clerk Mike Collins, Director Sue Wilkin and Director Erik Berg were all present via phone/conference call.
4. **APPROVAL OF MINUTES** (for approval by unanimous consent after corrections/additions) Director Bryant moved to approve the Regular Meeting Minutes of February 20, 2020 and the Special Meeting Minutes of February 4, 2020 as submitted. Chairman Bailey seconded the motion. Passed by unanimous decision. Motion carried.
5. **REPORTS AND CORRESPONDENCE**

A. Chief's Report

The Chief noted that the Board had the report in front of them and if they had any questions, he would be available after the meeting.

Under Item 9 regarding COVID-19 Directives. We are following direction from the Governor's office. As of right now, the fire stations are closed to the public. Administration will still be functioning but closed to the public as well and available by appointment only. As a District, we are enforcing "social distancing."

Under Item 10 the Budget Update. The Budget Committee met this week and have started the process of going over comparisons and have requested information from our Workman's Comp and Selective Insurance carriers. They have already obtained some information from the County. They will progress before the next meeting.

Chief also noted the turn out times on his report and the big improvement there.

B. Financial Report – No discussion or questions

6. **DISCUSSION AND POSSIBLE ACTION RE:**

- A. Approval of February Financial Report. Motion was made by Director Bryant and seconded by Chairman Bailey to approve the February financial report as submitted. Passed by unanimous decision. Motion carried.

- B.** Approval of Legal Services – Fee Agreement with Donna Aversa as the new Fire District’s Attorney. The Attorney Search Committee, Chief Rhoades, Director Wilkin and Director Collins met with two attorneys in the interviewing process – Nick Cornelius and Donna Aversa – and unanimously picked Donna Aversa to represent the District. She comes very highly recommended by several districts. Ms. Aversa introduced herself via telephone to the entire Board of Directors. The Board had no questions for her.

During this process, Director Wilkin was disconnected from the conference call, she did send in her vote via email to Chief Rhoades:

Chief,

*Thank you for your response. I believe that Option 2 is the best choice. That being said, I do vote in favor of hiring Donna Aversa as our new Legal Council. I feel that her expertise and knowledge will prove to be an asset to NACFD#1.*

*Sue Wilkin, Director  
Northern Arizona Consolidated Fire District#1*

Motion was made by Director Bryant and seconded by Clerk Collins to accept the Legal Services – Fee Agreement with Donna Aversa and hire her as the attorney for the District to replace the current attorney, William Whittington. Passed by unanimous decision. Motion carried.

- 7. CALL TO THE PUBLIC** – The District may, but is not required to, give the public an opportunity to speak to any issue. A.R.S. §38-431.01(H).

Call to the public was cancelled due to the guidance of the Center for Disease Control (CDC) and the recommendation and approval of the Attorney General’s Office, letter dated March 13, 2020, due to the impact of the COVID-19.

- 8. BOARD COMMENTS AND ANNOUNCEMENTS** – No comment or announcements.

- 9. ADJOURNMENT** – Director Collins moved to adjourn the meeting and Director Bryant seconded it. Passed by unanimous decision. Motion carried. The meeting was adjourned at 6:13 p.m.

These minutes were prepared and posted by Rhonda Johnson on March 24, 2020.

  
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James Bailey, Board Chairman

  
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Mike Collins, Board Clerk