

**MINUTES OF THE REGULAR MEETING OF GOVERNING BOARD OF THE
NORTHERN ARIZONA FIRE DISTRICT
THURSDAY, SEPTEMBER 19, 2024**

The Governing Board of the Northern Arizona Fire District met this 19th day of September, 2024, at 9:00 a.m. for its regular monthly meeting at the Fire Administration Building at 2600 E Northern Avenue, Kingman, Arizona.

1. **CALL TO ORDER** – The meeting was called to order by Chairman Bailey at 9:00 a.m.
2. **PLEDGE OF ALLEGIANCE** – Chairman Bailey led the Pledge of Allegiance.
3. **ROLL CALL OF BOARD MEMBERS** – All board members were present: Chairman Jim Bailey, Board Clerk Sue Brown, Director John Bryant, Director Tim Bonnee, and Director Mike Collins.
4. **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).
5. **APPROVAL OF MINUTES** –
 - Approval of Regular Meeting Minutes of August 15, 2024
 - Approval of Special Meeting Minutes of September 9, 2024
 - Director Bryant motioned to approve the consent agenda meeting minutes.
 - Director Bonnee seconded. All in favor, motion carried.
6. **REPORTS AND CORRESPONDENCE**
 - A. Chief's Report – Chief Dallman gave his report in accordance with his memorandum and Chief Cunningham provided the Monthly Performance Report, both in the board packet.
 - a. Anniversaries – Cameron Knight is celebrating four years of service.
 - B. Financial Report – No discussion.
 - C. Correspondence – No correspondence.
7. **DISCUSSION AND POSSIBLE ACTION RE:**
 - A. **APPROVAL OF AUGUST FINANCIAL REPORTS**
 - Director Collins inquired about the current standing of the District's overtime budget. Fire Chief Cunningham explained that excess spending into this fiscal year has been almost entirely due to the busy Wildland season we've been having, and that the financial reports only reflect part of the big picture: the Board sees the cost, but not the reimbursement from the State. Chairman Bailey asked about the payment turnaround for State reimbursement and Administrative Assistant Dropulic responded that the District usually receives checks from the state fairly quickly: approximately two weeks.
 - Chairman Bailey motioned to approve the financial reports as listed.
 - Director Collins seconded. All in favor, motion carried.
 - B. **REVIEW, DISCUSSION, AND POSSIBLE ACTION ON APPROVAL TO SELL 1995 FORD ECONO (REHAB 3) AND 2009 STERLING LT8500 (WATER TENDER 328).**
 - Assistant Fire Chief Dallman stated that the Board had already approved the selling of Water Tender 328 during Fire Chief Hoke's employment, and reiterated the need to sell was due to this vehicle having a cracked tank that had already been repaired three or four times already. He also said that we have several other vehicles that carry the same weight of 3,000 gallons that are much more manageable size-wise when driven. Assistant Fire Chief Dallman went on to explain that Rehab 3 has served its purpose, however, we have another

vehicle that is better suited for the purpose of being a volunteer rehab vehicle: it has lower miles, it's more manageable for volunteer drivers—it even still has the new car smell.

- Director Collins motioned to approve selling the 1995 Ford Econo and the 2009 Sterling LT8500.
- Director Bonnee seconded. All in favor, motion carried.

C. REVIEW, DISCUSSION, AND POSSIBLE ACTION: REQUEST CREDIT LIMIT CHANGES ON CREDIT CARDS ISSUED BY NATIONAL BANK OF ARIZONA, CARD NUMBER ENDING # 7016 (DON DALLMAN). CLOSE CREDIT CARD NUMBERS ENDING # 0497, # 0513, AND # 0505. REQUEST NEW CARDS FOR RONNY HOOD, MEGAN DROPULIC, AND TWO CARDS WITH JUST THE DEPARTMENT NAME ON THEM.

- Fire Chief Cunningham explained the need to adjust our credit limits to reflect the amounts each person in the District has been previously approved by the Board to spend. For example: Dallman doesn't need a \$10,000 limit when he's only approved to spend \$5,000, etc. Further, he stated that we should only be going through one bank, as opposed to the second line of credit we're currently utilizing through an online credit card.
 - Chairman Bailey motioned to approve lowering Don Dallman's credit card limit to \$5,000, closing credit cards ending in 0497, 0513, and 0505, and requesting new cards for Administrative Assistant—in the amount of \$2,500—and Engine Bosses—in the amount of \$10,000—as well as ordering two more—one for Wildland in the amount of \$10,000, and one for Travel & Training in the amount of \$2,500—with just the department name on them.
 - Director Bonnee seconded. All in favor, motion carried.

D. REVIEW, DISCUSSION, AND POSSIBLE ACTION: CLOSE CREDIT CARD ISSUED BY TIB MASTERCARD, CARD NUMBERS ENDING # 0243, # 2946, # 8256, AND # 5145 UPON RECEIPT OF CARDS FROM NATIONAL BANK OF ARIZONA.


- Chairman Bailey asked if this was just a continuation of the previous talking point and Fire Chief Cunningham said yes; that we are simply trying to consolidate our credit into utilizing a single bank. He also explained that special approval may be required from National Bank of Arizona to provide credit cards issued without a specific name other than Northern Arizona Fire District on them.
 - Director Bonnee Bailey motioned to approve closing credit cards ending in 0243, 2946, 8256, and 5145 through TIB Mastercard upon receiving the new ones from National Bank of Arizona.
 - Director Collins seconded. All in favor, motion carried.

8. ANNOUNCEMENTS – No announcements.

9. ADJOURNMENT –

- Chairman Bailey motioned to adjourn at 9:22 a.m.
- Director Collins seconded. All in favor, motion carried.

These minutes were prepared and posted by Emily Byrne on September 19, 2024.


James Bailey, Board Chairman


Susan Brown, Board Clerk