

**MINUTES OF THE SPECIAL MEETING OF GOVERNING BOARD OF THE
NORTHERN ARIZONA FIRE DISTRICT**

Tuesday September 09, 2025

The Governing Board of the Northern Arizona Fire District met on this 9th day of September 2025, at 9:00 a.m. for a special 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 Bryant at 9:00am.

2. Roll Call of Board Members – Board members present were Chairman John Bryant and Clerk James Bell. Director Mike Collins and Director Tim Bonnee. Director Jim Bailey appeared on Zoom.

3. Pledge of Allegiance-led by Clerk Jim Bell

4. BUSINESS – Public wishing to speak on agenda items must sign in on the call to the public log prior to the start of the meeting.

A. Discussion and possible action regarding contracting with company/consultant to perform or facilitate process for recruitment and selection of Interim Fire Chief including review of proposals received from Prothman and any others submitted.

- Donna Aversa from Legal presented a proposal from Prothman to the board which was the only proposal received.
- Clerk Bell after reviewing the proposal discusses that it is important that the interim Chief be vetted through Prothman but that he is an employee of Northern Arizona Fire District. Director Bailey states that he would like all applications for the Firechief to be received and screened through Prothman.
 - Director Collins' motions to move forward with the proposal from Prothman for the advertisement, selection and review for the interim Chief, option number one on the proposal and to present the candidates to the board for approval. Clerk Bell seconds, all in favor. Motion passed unanimously.
 - Chairman Bryant motions that the salary range for the interim Firechief be between \$102,000.00-\$123,000.00 depending on experience. Clerk Bell seconds. All in favor. Motion carried unanimously.

B. Discussion and possible action to set baseline or range for salary, benefits, and other factors for Interim Firechief position.

- The board discusses the salary of the interim Chief, and they all agree that the salary of the Assistant Chief should not be the base when considering the salary of the Interim Chief based on the years the assistant Chief has been with the district.
- The board discusses housing allowance, and they discuss what was done for past interim chiefs.

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- Clerk Bell motions that the housing allowance be left open for negotiations on a case-by-case basis for up to \$1000.00.
- Discussion: Director Collins suggests that we look up the cost of living. Clerk Bell mentions that the housing allowance is not meant to pay for the whole cost of living but to be instead an incentive. Chairman Bryant asks Clerk Bell if he is willing to modify the motion to allow the \$1000.00 housing allowance stay open for negotiations. Clerk Bell Agrees.
- Clerk Bell motions that the housing allowance be left open for negotiations on a case-by-case basis, and that the housing allowance will also stay open for negotiations. Director Bailey seconded. All in favor. Motion carried unanimously.
- The board appoints Chairman Bryant to be the liaison between Prothman and the board of directors.

C. Discussion and possible action to set next steps in transition from Fire Chief and Shared Services IGAs to independent management.

- Chairman Bryant moves to set the next special meeting for October 1st at 9:00am. Clerk Bell seconded. All in favor. Passed unanimously.

5. ADJOURNMENT

- Clerk Bell motioned to adjourn the meeting. Director Collins seconded the motion. All in favor, motion carried unanimously. Chairman Bryant adjourned the meeting at approximately 09:39am.

MINUTES prepared by: Rebekah Bancroft
(This is a working draft until board approval)

Date: 09/11/2025
Approved:

John Bryant, Board Chairman

Jim Bell, Board Clerk