



HELLSGATE FIRE DISTRICT

BOARD OF DIRECTORS

NOTICE OF REGULAR MEETING

May 21, 2025

*Pursuant to ARS §38-431.02, notice is hereby given to members of the HFD Governing Board and to the public that the Governing Board will meet in Public Session on **Wednesday, May 21, 2025 at 5:30 PM** in the Training Room of Station 21, 80 S. Walters Lane, Star Valley, AZ 85541. Members of the Fire Board and legal counsel may attend either in person or by telephone conference call.*

To join the meeting via zoom: Meeting ID 864 986 5085.

Link: <https://us06web.zoom.us/j/8649865085?omn=84599370799>

Phone: +1 669 444 9171 US +1 253 215 8782 (Tacoma) +1 346 248 7799 (Houston)

During this meeting, Board Members may ask questions about, discuss, consider, approve, and/or take possible action on any listed Agenda item and any variable related thereto unless specifically otherwise indicated (such as under Public Forum). HFD may vote to go into Executive Session, which will not be open to the public, on any agenda item pursuant to ARS §38-431.03(A)(3) for legal advice with the Fire District Attorney on the matter(s) set forth in the agenda. **All Agenda items are set for possible action.**

Public Input: Citizens may make oral comments on specific Agenda items or any topic relevant to District business during the public forum. Citizens may submit written comments of any length to the Fire Board. **Notice:** Public comment is encouraged, but it is important that everyone demonstrate the appropriate decorum, courtesy and respect during the meeting. Please treat your fellow citizens with courtesy. Outbursts, interruptions, and personal attacks will not be tolerated.

~ AGENDA ~

1. CALL TO ORDER

A. ROLL CALL OF BOARD MEMBERS

B. PLEDGE OF ALLEGIANCE

2. REPORTS & CORRESPONDENCE

In accordance with ARS §38-431.02(K), the Board shall not propose, discuss, deliberate, or take legal action on any matter unless that specific matter is properly identified on the agenda. Therefore, action taken as a result of a report will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date in the following summaries.

A. AWARDS & RECOGNITION: Years of service and birthday notifications and recognition awards

B. CHIEFS REPORT: Chief Trayer will provide the board with a written report that covers recent activities including a statistic report, staffing report, wildland report, grant report, vehicle maintenance report, legislative report, response report, facilities report, special project report(s)

C. CORRESPONDENCE: Two thank you cards and Gila County correspondence on assessed values.

3. FINANCIAL REPORTS

A. APRIL 2025: Business Manager Lecher to review April financial reports



HELLSGATE FIRE DISTRICT

BOARD OF DIRECTORS

NOTICE OF REGULAR MEETING

May 21, 2025

4. PUBLIC FORUM

Speakers are limited to a three-minute oral presentation and may submit written comments of any length for Board files. Board Members may not discuss items that are not specifically identified on the Agenda. Therefore, pursuant to ARS §38-43101(H), Board action taken as a result of public comment is limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later date.

5. REGULAR BUSINESS

A. CONSENT AGENDA

All matters under the Consent Agenda are considered by the board to be routine (i.e. minutes and/or signatory authority or bank accounts) and will be enacted by a single motion approving the Consent Agenda. If discussion is desired on any particular consent item, a board member may ask that item be removed from the Consent Agenda to be considered separately.

1. Regular Meeting Minutes of April 16, 2025

B. BUDGET – Fiscal Year 2026 Budget Final Review & Public Hearing

1. Discussion/Possible Action: Review and approval of the budget for fiscal year 2026
2. Hearing: Public hearing open for public comment on proposed budget

6. PUBLIC FORUM

Speakers are limited to a three-minute oral presentation and may submit written comments of any length for Board files. Board Members may not discuss items that are not specifically identified on the Agenda. Therefore, pursuant to ARS §38-43101(H), Board action taken as a result of public comment is limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later date.

7. ADJOURNMENT

Angie Lecher, On behalf and with Permission of Board Clerk, John Jackson
John Jackson, Clerk of the Board

HFD Training Room is accessible to the handicapped. In compliance with Americans with Disabilities Act, those with special needs, such as large print or other reasonable accommodations, may request them by calling (928)474-3835 at least 24 hours before the meeting.

A copy of the supplemental agenda materials provided to the Board Members (with exception of materials relating to executive sessions) is available for public inspection at the Districts Administrative Office at least 24 hours prior to the meeting. Call (928)474-3835 to set an appointment to accommodate inspection.

Posted by: Angie Lecher

Date: 5/14/2025

Time: 5:00 PM



**HELLSGATE FIRE DISTRICT
FIRE BOARD REGULAR MEETING
April 16, 2025**

Station #21 – 80 S. Walters Lane – Star Valley – Training Room

~MINUTES~

1. CALL TO ORDER

Pursuant to notice, a regular meeting of the Hellsgate Fire District (HFD) was called to order by Chair Lisa Lamoureux at 5:34 PM on Wednesday, April 16, 2025, at the Hellsgate Fire Department Station #21, 80 S. Walters Lane, Star Valley, Arizona. Business Manager Angie Lecher recorded the minutes. A quorum was present, and the meeting, having been duly convened, was ready to proceed with business.

A. ROLL CALL

Board Present: Lisa Lamoureux – Chair; John Jackson – Clerk; Nick Fitch – Member; Allison Lloyd - Member. Board Absent: None. Staff Present: Fire Chief Wes Trayner; and Business Manager Angie Lecher – Recorder. Public Present: Chief Trayner’s family and friends, Ilyas Sekandari, Jeffery Yungkans, and Nick DeGroot; via zoom: Cris Lecher

B. SALUTE TO THE FLAG OF THE UNITED STATES OF AMERICA

Pledge of Allegiance led by all in attendance.

2. SWEARING IN CEREMONY

Board of Directors facilitated the swearing-in ceremony of Chief Trayner

3. REPORTS & CORRESPONDENCE

Pursuant to ARS §38-431.02(K), the following reports and correspondence provided to the HFD Board of Directors.

A. CHIEFS REPORT

Fire Chief Wes Trayner discussed the following topics: Calls for the month of March, type, and total for the year end. Building plan reviews for March. Maintenance report on all units. Detailed grant report including expenditures and remaining funds. Legislative updates were also given to the board.

B. AWARDS & RECOGNITION

Brandon French and John Jackson have birthdays in April and John Ceja, Brandon French, Nick DeGroot and Dustin Marsh have hireversary with the district.

C. CORRESPONDENCE

None.

4. FINANCIAL REPORTS

A. MARCH 2025

Business Manager Lecher presented an overview of the status of the FY2025 financial reports. Discussion on March as well as year to date for the fiscal year including income statement of revenue and expenditures, balance sheet, wildland report, and previous year comparisons.

MOTION by Chair Lamoureux to approve the March 2025 financial reports as provided by Business Manager Lecher.



**HELLSGATE FIRE DISTRICT
FIRE BOARD REGULAR MEETING
April 16, 2025**

Station #21 – 80 S. Walters Lane – Star Valley – Training Room

MOTION SECONDED by Member Lloyd
MOTION CARRIED 4/0

5. PUBLIC FORUM

Pursuant to ARS §38-431.01(H) the HFD Board allows public comment as time permits.

None.

6. REGULAR BUSINESS

A. CONSENT AGENDA

All matters under the Consent Agenda are considered by the board to be routine and will be enacted by a single motion approving the Consent Agenda.

1. Regular Minutes of March 19, 2025

MOTION by Chair Lamoureux to approve the consent agenda items.

MOTION SECONDED by Clerk Jackson

MOTION CARRIED 4/0

B. STEP SCALE – Fiscal Year 2026 Step Scale

1. Board members reviewed the proposed step scale for fiscal year 2026 that includes a 2.5% COLA increase over last years scale. *Item was discussed and motioned after Budget review.

MOTION by Chair Lamoure to approve the step scale for fiscal year 2026 with a 2.5% COLA increase.

MOTION SECONDED by Member Lloyd

MOTION CARRIED 4/0

C. BUDGET – Fiscal Year 2026 Budget Review & Public Hearing

1. Board members reviewed the proposed budget for fiscal year 2026. Chair Lamoureux requested further clarification on the use of enterprise funds to make the budget balance. Public having left after the chief's report negated a public hearing comment.

MOTION by Chair Lamoureux to approve the proposed fiscal year 2026 budget for posting per A.R.S. §48-805.02 (A). The final adoption is scheduled for review and public hearing at the public hearing at the March 21, 2025 meeting.

MOTION SECONDED by Member Lloyd

MOTION CARRIED 4/0



**HELLSGATE FIRE DISTRICT
FIRE BOARD REGULAR MEETING
April 16, 2025**

Station #21 – 80 S. Walters Lane – Star Valley – Training Room

D. MEET & CONFER – Memorandum of Understanding for FY 2026

1. Board members reviewed the Memorandum of Understanding contact. With no changes to the document, discussion was just a brief overview of the MOU.

MOTION by Chair Lamoureux to approve the fiscal year 2026 Memorandum of Understanding with IAFF Local 4135 Hellsgate Chapter.

MOTION SECONDED by Clerk Jackson

MOTION CARRIED 4/0

E. POLICY REVIEW – Proposed policy revisions to 20.08 Drug & Alcohol, 20.14 Uniforms & Grooming Standards, 20.18 Use of Telephones, 20.19 Use of Electronic Technology, 30.04 Timekeeping Requirements, 30.15 Telecommuting, 40.03 PTO, 40.22 Educational Assistance & Incentive, 40.23 Travel Expense & Per Diem

1. Board reviewed the proposed changes to personnel policies with Business Manager Lecher and Chief Trayner. Remaining discussions were held regarding the clothing stipends payment cycle. **MOTION** by Chair Lamoureux to approve a bi-annual stipend payment of \$400 for suppression personnel and \$200 for the fire chief to take place every July and January. Approving the rest of the proposed changes to Personnel Policy 20.14 Uniform & Grooming Standards.

MOTION SECONDED by Member Lloyd

MOTION CARRIED 4/0

MOTION by Chair Lamoureux to approve the proposed changes to Personnel Policies 20.08 Drug & Alcohol, 20.18 Use of Telephones, 20.19 Use of Electronic Technology, 30.04 Timekeeping Requirements, 30.15 Telecommuting, 40.03 PTO, 40.22 Educational Assistance & Incentive, 40.23 Travel Expense & Per Diem.

MOTION SECONDED by Clerk Jackson

MOTION CARRIED 4/0

7. EXECUTIVE SESSION

A. FIRE CHIEF 3 MONTH REVIEW

MOTION by Chair Lamoureux to enter executive [closed] session for the 3-month review.

MOTION SECONDED by Member Fitch

MOTION CARRIED 4/0

*Board and Chief Trayner entered executive session at 6:58 PM

*Board resumed public session at 7:15 PM



**HELLSGATE FIRE DISTRICT
FIRE BOARD REGULAR MEETING
April 16, 2025**

Station #21 – 80 S. Walters Lane – Star Valley – Training Room

8. PUBLIC FORUM

Pursuant to ARS §38-431.01(H) the HFD Board allows public comment as time permits.

*This item was addressed prior to entering Executive Session. There was no public comment.

9. ADJOURNMENT

Board Chair Lamoureux called for an adjournment.

MOTION by Chair Lamoureux to adjourn the meeting.

MOTION SECONDED by Member Fitch

MOTION CARRIED 4/0

The meeting adjourned at 7:15 PM

Respectfully Submitted, Angie Lecher, Business Manager