



HELLSGATE FIRE DISTRICT

BOARD OF DIRECTORS

NOTICE OF REGULAR MEETING

January 22, 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, December 22, 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. PROMOTION CEREMONY

- A. **PROMOTION:** Joe Lynch promotion to Engineer

3. 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. **CHIEFS REPORT:** Chief Trayer to discuss 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)
- B. **AWARDS & RECOGNITION:** Years of service and birthday notifications
- C. **CORRESPONDENCE:** Declination notice from Fire House Subs grant request



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4. FINANCIAL REPORTS

A. DECEMBER 2024: Business Manager Lecher to review December financial reports

5. 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.

6. 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 December 18, 2024
2. Special Meeting Minutes of January 14, 2025

B. FY 2024 AUDIT – Fiscal Year 2024 Audit Presentation

1. Discussion/Possible Action: Approval of FY 2024 Audit performed by ATLAS

C. HANDBOOK & BYLAWS – Governing Board Handbook & Bylaws

1. Discussion/Possible Action: Final review for the District Board Handbook & Bylaws for approval

7. EXECUTIVE SESSION

The board might vote to go into executive [closed] session, pursuant to A.R.S. §38-431.3(A)(1) discussion consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that, with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee or employee with written notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee or employee to determine whether the discussion or consideration should occur at a public meeting. Executive Sessions are confidential pursuant to A.R.S. §38-431.3(C). Any formal action on this matter will be taken in public [open] session. The following discussion(s) will be taken in executive [closed] session unless the employee elects a public [open] session.

A. CONTRACT – Employment Contract for Full-Time Fire Chief Wes Trayner

1. Discussion: Contract negotiations for Full-Time Fire Chief

8. SPECIAL BUSINESS

A. CONTRACT – Employment Contract for Full-Time Fire Chief Wes Trayner

1. Discussion/Possible Action: Approval of Contract for Full-Time Fire Chief Wes Trayner



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9. 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.

10. ADJOURNMENT

Angie Lecher, On behalf and with Permission of Board Chair, Lisa Lamoureux
Lisa Lamoureux, Chair 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: 1/21/2025

Time: 5:00 PM



**HELLSGATE FIRE DISTRICT
FIRE BOARD REGULAR MEETING**

January 22, 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 5:30 PM on Wednesday, January 22, 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: Jamie Trayner, Joe Lynch and his family/friends, Jeff Yungkans, Ilyas Sekandari, Nick DeGroot; via zoom: Cris Lecher and Andrew Wendt

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

Pledge of Allegiance led by all in attendance.

2. PROMOTION CEREMONY

The board proceeded with the promotional ceremony for Joe Lynch.

*After the Promotional Ceremony the board moved to the Audit presentation and then resumed the meeting in order.

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 December, type, and total for the year end. Building plan reviews for December. Wildland deployments for December. Maintenance report on all units. Detailed grant report including expenditures and remaining funds. Legislative updates were also given to the board.

B. AWARDS & RECOGNITION

Garrett Stallings hireversary with the district.

C. CORRESPONDENCE

Declination letter from Fire House Subs grant request.



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

4. FINANCIAL REPORTS

A. DECEMBER 2025

Business Manager Lecher presented an overview of the status of the FY2025 financial reports. Discussion on December 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 December 2024 financial reports as provided by Business Manager Lecher.

MOTION SECONDED by Member Fitch

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 December 18, 2024
2. Special Minutes of January 14, 2025

MOTION by Chair Lamoureux to approve the consent agenda items.

MOTION SECONDED by Member Lloyd

MOTION CARRIED 4/0

B. FY 2024 AUDIT – Fiscal Year 2024 Audit Presentation

1. Board members reviewed the Fiscal Year 2024 Audit report with auditor Andrew Wendt.

MOTION by Chair Lamoureux to approve the fiscal year 2024 annual audit report provided by Andrew Wendt with ATLAS.

MOTION SECONDED by Member Lloyd

MOTION CARRIED 4/0



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

C. HANDBOOK & BYLAWS – Governing Board Handbook & Bylaws

1. Board members discussed and reviewed the proposed Governing Board Handbook & Bylaws. Discussions revolved around updates that would need to be considered and how to keep the handbook relevant and up to date.

MOTION by Clerk Jackson to approve the presented Handbook and Bylaws for the Hellsgate Fire District Board.

MOTION SECONDED by Member Fitch

MOTION CARRIED 4/0

7. EXECUTIVE SESSION

The board might vote to go into executive [closed] session, pursuant to A.R.S. §38-431.3(A)(1) discussion consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that, with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee or employee with written notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee or employee to determine whether the discussion to consideration should occur at a public meeting. Executive sessions are confidential pursuant to A.R.S. §38-431.3(C). Any formal action on this matter will be taken in public [open] session.

A. CONTRACT – Employment Contract for Full-Time Fire Chief Wes Trayner

1. Board received written notice that Wes Trayner agreed to an executive session regarding contract negotiations.

MOTION by Member Lloyd to enter into executive session to discuss Wes Trayner’s contract for Full-Time Fire Chief.

MOTION SECONDED by Chair Lamoureux

MOTION CARRIED 4/0

*Board entered into executive session at 6:25 PM

*Wes Trayner joined the board in executive session at 6:31 PM until 6:56 PM

*Board resumed public session at 7:09 PM



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8. SPECIAL BUSINESS

A. CONTRACT – Employment Contract for Full-Time Fire Chief Wes Trayner

1. Board members discussed changing the hours time limit for return of the staff vehicle when out of town to 96 hours.

MOTION by Member Fitch to approve the Employment Contract with Westgarth (Wes) Trayner for the position of Full-time Fire Chief with a change to the vehicle return from 24 hours to 96 hours.

MOTION SECONDED by Member Lloyd

MOTION CARRIED 4/0

9. PUBLIC FORUM

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

None.

10. 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 7:13 PM

Respectfully Submitted, Angie Lecher, Business Manager