



HELLSGATE FIRE DISTRICT

BOARD OF DIRECTORS

NOTICE OF REGULAR MEETING

March 19, 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, March 19, 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 & R RECOGNITION: Years of service and birthday notifications

B. 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)

C. CORRESPONDENCE: None



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3. FINANCIAL REPORTS

A. FEBRUARY 2025: Business Manager Lecher to review February financial reports

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 February 19, 2025

B. DONATION – Station 21 Remodel Donation

1. Discussion/Possible Action: Review and approval of donation funds for station 21 remodel.

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

1. Discussion/Possible Action: Begin review process for next fiscal year memorandum of understanding.

D. 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. Discussion/Possible Action: Review proposed changes to the Personnel Policies

E. STRATEGIC PLANNING – Strategic Planning

1. Discussion/Possible Action: Form a committee to start a Strategic Plan for the Fire District

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.



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7. ADJOURNMENT

Angie Lecher, On behalf and with Permission of Board Chair, Lisa Lamoureux

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: 3/13/2025

Time: 5:00 PM



**Hellsgate Fire District
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1. CALL TO ORDER

Meeting was called to order at: 5:44 PM

Board Members Present: Chair Lisa Lamoureux (via Zoom), Clerk John Jackson, Member Nick Fitch and Member Allison Lloyd

Board Members Absent: None

Public: Jamie Trayner and Sean Minniss; via zoom: Cris Lecher

2. REPORTS & CORRESPONDENCE

No action taken

3. FINANCIAL REPORTS

MOTION by Member Fitch to approve the February 2025 financial reports as provided by Business Manager Lecher.

MOTION SECONDED by Member Lloyd

MOTION CARRIED 4/0

4. PUBLIC FORUM

No action taken

5. REGULAR BUSINESS

A. CONSENT AGENDA

MOTION by Member Fitch to approve the consent agenda items.

MOTION SECONDED by Member Lloyd

MOTION CARRIED 4/0

B. DONATION – Station 21 Remodel Donation

DISCUSSION ONLY

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

DISCUSSION ONLY

D. 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

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DISCUSSION ONLY



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E. STRATEGIC PLANNING – Strategic Planning

MOTION by Chair Lamoureux to form a strategic committee with herself, Clerk Jackson, Chief Trayner, Business Manager Lecher and one suppression staff member as the committee board.

MOTION SECONDED by Clerk Jackson

MOTION CARRIED 4/0

9. PUBLIC FORUM

No action taken.

10. ADJOURNMENT

MOTION by Member Fitch to adjourn the meeting.

MOTION SECONDED by Clerk Jackson

MOTION CARRIED 4/0

The meeting adjourned at 6:51 PM