



# HELLSGATE FIRE DISTRICT

BOARD OF DIRECTORS

## NOTICE OF REGULAR MEETING

November 13, 2024

*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, November 13, 2024 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. AWARDS: Bobbi Doss presentation of 20 year service award

#### 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: Two Donations and Notice of Funding



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### 4. FINANCIAL REPORTS

**A. OCTOBER 2024:** Business Manager Lecher to review September 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 October 23, 2024
2. Special Meeting Minutes of October 28, 2024

#### B. BOARD APPOINTMENTS – Vacant Positions

1. Discussion/Possible Action: Appointment of vacancies
2. Oath of Office: Administer Oath of Office for board member(s) for vacant positions term December 1, 2024 – November 30, 2028.

#### C. ELECTION OF OFFICERS – Officer Positions

1. Discussion/Possible Action: State Statute 48-803 requirements, Board Policy – Board Officers/Duties, and Governing Board Handbook & Bylaws
2. Nomination of Officers: Nominate designated officers of the board

#### D. TEMP FIRE CHIEF CONTRACT – Extension of Wes Trayner’s Contract

1. Discussion/Possible Action: Extension of temporary Fire Chief Wes Trayner’s contract

#### E. CHIEF SERVICES – Testing/Hire Process

1. Discussion/Possible Action: Discuss hiring outside assistance to provide review of applicants, panel review of applicants, and guidance to board for interviews.

### 7. PUBLIC FORUM

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### 8. 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: 11/6/2024

Time: 5:00 PM



**Hellsgate Fire District  
Board Meeting Action Notice  
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**1. CALL TO ORDER**

Meeting was called to order at: 5:12 PM

Board Members Present: Chair Lisa Lamoureux, Member Nick Fitch and Member Allison Lloyd

Board Members Absent: Vice Chair John Jackson

Staff Present: Fire Chief Wes Trayner; via Zoom: Business Manager Angie Lecher - Recorder

Public: Bobbi Doss and family and friends of Ms. Doss

**2. PROMOTION CEREMONY**

No action taken

**3. REPORTS & CORRESPONDENCE**

No action taken

**4. FINANCIAL REPORTS**

**MOTION** by Member Fitch to approve the October 2024 financial reports as provided by Business Manager Lecher

**MOTION SECONDED** by Chair Lamoureux

**MOTION CARRIED 3/0**

**5. PUBLIC FORUM**

No action taken

**6. REGULAR BUSINESS**

**A. CONSENT AGENDA**

**MOTION** by Chair Lamoureux to approve the consent agenda items

**MOTION SECONDED** by Member Fitch

**MOTION CARRIED 3/0**

**B. BOARD APPOINTMENTS – Vacant Positions**

**MOTION** by Chair Lamoureux to appoint John Jackson to serve a term from December 1, 2024, through November 30, 2028.

**MOTION SECONDED** by Member Fitch

**MOTION CARRIED 3/0**



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**C. ELECTION OF OFFICERS – Officer Positions**

**MOTION** by Chair Lamoureux to approve the revised Board Policy – Board Officers/Duties to omit the Vice Chair position and increase the term to two years instead of annually

**MOTION SECONDED** by Member Fitch

**MOTION CARRIED 3/0**

**NOMINATION** by Chair Lamoureux to hold the Chair position and Vice Chair Jackson to hold the Clerk position

**NOMINATION SECONDED** by Member Fitch

**NOMINATION CARRIED 3/0**

**D. TEMP FIRE CHIEF CONTRACT – Extension of Wes Trayner’s Contract**

**MOTION** by Chair Lamoureux to approve an extension to the Employment Agreement of Temporary Fire Chief Wes Trayner to expire on January 15, 2025

**MOTION SECONDED** by Member Fitch

**MOTION CARRIED 3/0**

**E. CHIEF SERVICES – Testing/Hire Process**

**MOTION** by Chair Lamoureux to approve using Human Resource Strategies for the full consulting services proposed, not to exceed \$4,500

**MOTION SECONDED** by Member Lloyd

**MOTION CARRIED 3/0**

**7. PUBLIC FORUM**

No action taken

**8. ADJOURNMENT**

**MOTION** by Chair Lamoureux to adjourn the meeting

**MOTION SECONDED** by Member Fitch

**MOTION CARRIED 3/0**

Meeting Adjourned at: 5:47 PM