

**Clay Springs –  
Pinedale Volunteer  
Fire District**

P.O. Box 1267  
Pinedale, Arizona 85934

**Minutes of the Governing Board Meeting  
March 21st, 2019, 1:00 pm. at the Pinedale station**

- 1.) **Call to Order:** 1:00pm
- 2.) **Pledge of Allegiance:** By All
- 3.) **Invocation:** by Chief Garvin
- 4.) **Roll Call:** Present were Bob Garvin, Bob Quackenbush, Mike Neil, Sue Hileman, David Flores, Joe Holyoak, Starla Kizzar.
- 5.) **Call to the Public:** The Public may address the Board concerning matters not on the agenda. They will have 3 minutes. The Board will take no action on these items, and may only refer the matter to staff for further review or place the matter on a future agenda. Items on the regular agenda should not be discussed during the call to the public.  
  
Public: Tom Blaine - Tom suggested that the board initiate an audit to dispel any questions about the fire department. He also suggests that the county auditor also be present during this audit.
- 6.) **Approval of Minutes:** Motion to approve by David Flores, 2nd Motion by Sue Hileman passed 5-0.
- 7.) **Monthly Financial Report:** A motion to approve financial report as given by Starla Kizzar. Mike Neil made a motion to accept, David Flores 2nd the motion. Passed 5-0
- 8.) **Old Business:**
  - a. (AD) None -
- 9.) **New Business:**
  - a. (AD) **Wildland** - The Board discussed the wildland division and what should be done. Mike Neil discussed the fact that Jason Craven has come to Mike Neil's home to discuss the wildland division on multiple occasions. Mike Neil told Jason Craven that he needed to make his request in writing to the Board so that it can be brought up properly. After much discussion, Sue Hileman made a motion to dissolve the wildland division, along with continuing with the

suggested audit for the entire department. Joe Holyoak made the 2nd motion. Passed 5-0

- b. (AD) Budget** - Chief Garvin went through the rough draft of the budget with the board members. The budget will be continued next month. Starla Kizzar asked the board to allow her to make a correction to the QuickBooks to correct the CU transfer income. The correction will decrease the Cu transfer income to \$0 and will increase the taxes and liabilities will go up by \$11,204.56. This should fix the CU transfer issue at every audit.

10.) **Chief Report:** See attached report.

11.) **Summary of News, Correspondence and current events:**


- a. Mike Neil let the board know that he had hand-delivered the election packets and everything is turned in to the county.
- b. Hancock - Leavitt insurance has sent the renewal for the Accident death and sickness insurance. There was an \$87 increase, from \$3,462.00 to \$3,549.00.
- c. Mike Neil discovered that the county has certificates of appointments

12.) **Motion to Adjourn:** Motion to adjourn made by Sue Hileman made a motion to adjourn at 2:46, Mike Neil seconded the motion.

13.) **Time and Date of Next Regular Scheduled Meeting:** April 25th, 2019 1:00 pm

**Minutes by: Starla Kizzar**  
**3-21-19**

**Approved by :**

  
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Mike Neil- Secretary      4-29-19