Clay Springs – Pinedale

Volunteer Fire District

P.O. Box 1267 Pinedale, Arizona 85934

Minutes of the Governing Board Meeting

September 25th, 2025, 4:00 pm Pinedale Station

1.) **Call to Order:** 1600 (Call out return)

2.) **Pledge of Allegiance/ Invocation:** By All, Invocation by Chief Garvin

3.) **Roll Call:** Present were Joe Holyoak, Chief Garvin, Rob Quackenbush, Jason Spear, Barry Bunzell, Sue Hileman, Russ Turner, Michael Sorey

4.) **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: Chief Payne, Dustin Richards

5.) **Approval of Minutes**: Motion to approve August 2025 minutes. Approved by Jason Spears, Second by Rob Quackenbush. Passed 5-0.

6.) **Monthly Financial Report: August 2025** Approved by Sue Hileman, Second by Jason Spear. Passed 5-0.

7.) **New Business:**

A) (AD) Dustin Richards from BDR Richards Auditing went over the audit report with key documents and answered several questions on the 24/25 audit report.

B(AD)

1.Fire Chief Candidate Interview in Executive Session: Interview of Candidate 1 for position for the fire chief and discussion regarding the candidate; it is anticipated that the board will vote to go into Executive Session pursuant to A.R.S 38-431.03(A)(1) regarding discussion or consideration of employment. The candidate interviewed may request that the interview and discussion occur in a public session if he/she so desires. Approved by Jason Spear, Second by Rob Quackenbush Passed (5-0)

(2 & 3 not used)

Executive Session in effect at 1631(Approved by Joe Holyoak, Second by Jason Spear Passed (5-0)). The meeting is open back up to the public at 1700.

After coming back from the executive session, it was decided that the board will be hiring Chief Jason S. Payne as an Interim Chief with a salary to be determined by the board at a later date. The board has determined that it will want a longer period of time to request new applications for the permanent position of Fire Chief and will meet soon to get a new application process started. Approved by Rob Quackenbush, Second by Sue Hileman Passed (5-0)

C) (AD) Move regular schedule meeting times to 5pm was discussed. Approved by Sue Hileman, Second by Jason Spear Passed (5-0)

D) (AD) Approval to buy Jaws of life from MES with turn in of old tools for total of $33,919.17. Approved by Jason Spear, Second by Rob Quackenbush. Passed (5-0)

8.) **Old Business:** correction for Chief Garvin's Retirement Party, the date is now October 25th 2025 at 5pm .

9.) **Chief Report:** Chief went over the report. Approved by Jason Spear, Second by Sue Hileman Passed (5-0).

10.) **Board reports, Chairman, Secretary, Treasurer:** Clay Springs propane bill 1289.90. Signed Tower Agreement.

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

12.) **Time and Date of Next Regular Scheduled Meeting**: Next meeting will be October 23rd, 2025 at 4:00pm

13.) **Adjournment:** Motion to Adjourn by Approved by Rob Quackenbush, Second by Sue Hileman. Passed 5-0. Closed 1739.

Minutes by: Michael Sorey

Approved by : ______________________