



## MINUTES OF THE BUCKSKIN FIRE DISTRICT FIRE BOARD

12/10/2024 - Open Meeting: Minutes to be approved at open public meeting on Tuesday, 01/14/2025, a public meeting of the Buckskin Fire Board convened on December 10, 2024, that started at 5:00 pm in the classroom of the Buckskin Fire District, located at: 8500 Riverside Drive, Parker, AZ 85344. The following matters were discussed at the Open Meeting.

### Agenda Open Meeting

1. Call to Order/Roll Call:  
Roll Call: 5:05 pm.  
Members Present: *Chairman, Jeff Daniel, Chris Chambers, John Mihelich, Wayne Posey, & Jim Brouillette absent*  
Staff Present: *Chief John Chamberlin, Barbara Cole, Captain Weatherford, Lt. Foster, FF. Irwin, FF Stewart & FF Rather*  
Public Present: *Akira Irwin, Jennifer Irwin*
2. (Ceremonial): Badge pinning for Firefighter Tanner Irwin.  
*Chief Chamberlin pre-empted the pinning ceremony with reason for the pinning, when a firefighter comes off of probationary status. Firefighter Irwin had his wife, Akira Irwin, do his pinning of the badge.*
3. **Call to the Public.** Consideration and discussion of comments from the public. *Those wishing to address the Buckskin Fire District Board need not request permission in advance Pursuant to A.R.S. § 38-431.01(G), the Fire District Board is not permitted to discuss or take any action on items raised in the call to the public that is not specifically identified on the Agenda. However, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct that staff review the matter or ask that the matter be placed on a future agenda.* Public input is limited to two (2) minutes unless a greater amount of time is approved by the Board. ***The Fire District Board cannot discuss or take legal action on any issue raised during the Call to the Public that is not on the current Agenda, due to restrictions of the Open Meeting Law.***  
*No Public Comments.*
4. (Action Item): Newly Elected Board Members, Jeff Daniel, Wayne Posey and Chris Chambers to sign certificate of compliance, acknowledging they are current with reviewing the open meeting law material. Newly appointed or re-appointed members are required to comply with State Statutory Training. Signed certificates will be forwarded to the District's attorney on record



*Board members Jeff Daniel, Wayne Posey & Chris Chambers stated that they were all current with reviewing the open meeting law information that had been sent to them prior to the meeting.*

5. (Action Item): Oath of office for elected Fire Board Members to be administered by a current Board Member for Jeff Daniel, Wayne Posey and Chris Chambers; and to sign Oath of Office document. Originals to be maintained by Buckskin Fire District.

*Board Members, Jeff Daniel, Wayne Posey & Chris Chambers were sworn in & did sign the Oath of Office document.*

6. (Action Item): Elect new officers of the Buckskin Fire Board in open meeting, (a) Board Chairman & (b) Board Clerk/Secretary.

*(a) A nomination was made to have Jeff Daniel stay as the Board Chairman and have Jim Brouillette be the Board Clerk/Secretary. A motion was made by John Mihelich to have Jeff Daneil as the Board Chair, along with a second from Chris Chambers.*

*There were no more comments or questions prior to voting.*

*Ayes: Daniel, Chambers, Posey, & Mihelich*

*Nays:*

*Absent: Brouillette*

*Abstain:*

*Board Member Mihelich: Motion passed by a majority vote on agenda item #6a.*

*(b) A motion was made by Wayne Posey to have Jim Brouillette as the Board Clerk/Secretary, along with a second from John Mihelich.*

*There were no more comments or questions prior to voting.*

*Ayes: Daniel, Chambers, Posey, & Mihelich*

*Nays:*

*Absent: Brouillette*

*Abstain:*

*Board Member Mihelich: Motion passed by a majority vote on agenda item #6b.*

7. ( Action Item): Newly Elected Chairman to proceed with the remainder of the meeting

*Place holder only, no action needed for Jeff Daniel to proceed over the remainder of meeting.*

8. (Action Item): All Board Members to sign documents: Official authorized signatures of new Fire Board for accounts held at the La Paz County Treasurer's office



*All Board Members that were present signed after the meeting for the accounts held at the La Paz County Treasurer's office, Jim Brouillette, would sign on a different date.*

9. (Action Item): Newly Elected Chairman to either accept the appointment to include the Chairman of the BFD Pension Board or appoint another Board Member to act as Chairman on the BFD Pension Board.

*Chairman Daniel had stated that in the past, he had appointed the Pension Board Chairman to the current Board Clerk/Secretary. Jeff Daniel made a motion for Jim Brouillette, currently elected Board Clerk to be the Chairman of the BFD Pension Board, along with a second from John Mihelich.*

*There were no more comments or questions prior to voting.*

*Ayes: Daniel, Chambers, Posey, & Mihelich*

*Nays:*

*Absent: Brouillette*

*Abstain:*

*Chairman Daniel: Motion passed by a majority vote on agenda item 9.*

10. (Discussion & Possible Action Item): Possible approval of Agenda Bill 25-78 to approve Resolution No: 2025-1 to change the time of the meetings going forward from 6:00 pm to 5:00 pm.

*The Board had discussed that change of the meeting time would be more convenient moving forward. A motion was made by John Mihelich to approve Agenda Bill 25-78 regarding the time of the meetings from 6:00 pm to 5:00 pm, along with a second from Chris Chambers.*

*There were no more comments or questions prior to voting.*

*Ayes: Daniel, Chambers, Posey, & Mihelich*

*Nays:*

*Absent: Brouillette*

*Abstain:*

*Chairman Daniel: Motion passed by a majority vote on agenda item 10.*

11. (Action Item): Consent Agenda: Discussion & possible Approval of Consent Agenda Bill 25-79 to approve:

a: Minutes submitted for Open Meeting held on 11/12/2024.

b. Acceptance of monthly expense reports for 11/01/2024-11/30/2024.

*A motion was made by Wayne Posey to approve Consent Agenda Bill 25-79, as written including financial reports, along with a second from John Mihelich.*

*There were no more comments or questions prior to voting.*

*Ayes: Daniel, Chambers, Posey, & Mihelich.*

*Nays:*

*Absent: Brouillette*



*Abstain:*

*Chairman Daniel: Motion passed by a majority vote on agenda item #11.*

12. (Report): Chairman's Report:

a: Ask Board Members for ***items to be considered for inclusion on the next agenda.***

b: Schedule the next Regular Session: *Scheduled January 14, 2025.*

*Regular meeting ended at 5:38 to go into Workshop*

**WORKSHOP**

13. (Discussion Only): Workshop discussion to assist staff in developing a Strategic Plan going forward, that should include depreciation schedules, long-term financial goals regarding equipment, staffing, and other financial forecasting for the future of Buckskin Fire.

*Chief Chamberlin & Board Members discussed Strategic Planning, Budgets, PSPRS, Mission Statements. No action necessary as a discussion only workshop.*

14. Fire Chief's Report:

- A. Summary of Incident Report/Activity Log
- B. Monthly Activities
- C. Upcoming Activities and Events
- D. Other

*Chief Chamberlin discussed, SLIF fund grant, San Bernadino & other misc. topics*

15. Adjourn of Workshop Meeting: 6:55 pm.

*Jeff Powell*  
Board Chairman Daniel

1/14/25  
Date

Barbara Cole  
Office Administrator

01/06/2025  
Date

Minutes approved by: *W.D. Ross*

Date: 1/14/25

Minutes approved by: *Paula*

Date: 1/14/25