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## Puerco Valley Fire District

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(928) 688-3616 - P.O. Box 39, Sanders Az 86512

### Board of Directors Meeting Minutes for March 12, 2026

**1. CALL TO ORDER/ PLEDGE OF ALLEGIANCE: 3:30 PM**

**2. ROLL CALL OF BOARD MEMBERS AND ATTENDEES:** Directors Toni Wood, Linda Jones, Darla Basamania. Director Sandy Begay was absent. Also present Chief McGraw, Chief Wood, and Counsel Nicolas Cornelius (via phone)

**3. CALL TO THE PUBLIC: NONE**

**4. READING AND APPROVAL OF MINUTES:**

A. Meeting of February 12, 2026

MOTION Linda SECOND Darla CARRIED 3-0

B. Special Meeting of February 19, 2026

MOTION Toni SECOND Linda CARRIED 3-0

C. Special meeting of February 24, 2026

MOTION Linda SECOND Darla CARRIED 3-0

**5. OLD BUSINESS:**

A. Status of CON matters/ Arizona Department of Health Service, Federal Grant, Audit, Ambulance and Accounting/CPA matters. -Counsel/Chiefs . Per Admin Wood CON is due in April and she will start on it next week. Grants are not available and the website is still down.

B. Litigation Matters: Snyder/DeSpain; DHS-Counsel Per Counsel we have filed a motion for summary judgment against both. We filed one against the Snyder matter and he in turn filed one against us. The DeSpain matter court has ordered mediation due by the end of April. A new person was assigned to the case by the AG's office. Counsel was asked by Chief McGraw how we can find out how much money we owe to the IRS. Counsel stated

we do not owe money because they are keeping money owed on DeSpain's EIN number not ours. No taxes are owed by the Fire District.

- C. DeSpain CON hearing at Officer of Administrative Hearing-Counsel. Per Counsel still going forward.
- D. Fire District Assistant Tax- Linda . Director Jones asked Counsel if he wrote the letter to the County concerning FDAT. He stated his recollection was he was not writing a letter to the county. His recollection from Chief Wood is that we were getting the money. Wood stated it's going into the warrant account and we are not getting money. Counsel said we need to find out where the money is coming from and perhaps have it redirected. Chiefs said they would follow up.

## 6. REPORTS AND CORRESPONDENCE:

### Correspondence

#### Fire Chief's Report

1. Financial
2. Meetings/Social
3. Fire & EMS Calls (collecting the highest in the state) in one month made over \$90,000. We received only \$13,000. This shows we have to get to the bottom of the IRS issue.
4. New Business none
5. Fleet/Building Maintenance mechanic will have the engine and Phantom back by April 1st. We did send him a payment and still owe a little under 10,000. Chief McGraw stated we are going to keep four ambulances. Looking for ways to trim the budget on the dumpster, may start sending it to the dump site in Sanders. ADOT will be bringing us millings to fill holes in the back parking lot at no charge, sometime next week.
6. Training Current/Future in July and January and can be done online.
7. Apache County Update been going to the meetings unable so far to meet with Begay
8. Navajo Nation Update working with Nation hopefully getting \$750,000 back on the table
9. Staffing brought up Natasha Lee as full time, looking for reserves
10. Board Related Items
11. New Resolutions
12. Board Comment on the above items none

Expense Report Chief Wood stated we owe 111,000 on passed due bills, chipping away on it Still owe Bill and working on a payment plan for him.

#### Financial Report

Approval of Finances: MOTION\_\_\_\_\_ SECOND\_\_\_\_\_ CARRIED\_\_\_\_\_

No motion since there is nothing to approve.

## 7. NEW BUSINESS:

- A. Oath for Board Member Josephine Forrester

**Motion** was made by Linda second by Darla to approve Josie returning to the Board Carried 3-0 Josie was not in attendance due to illness, she can come in and take the Oath of Office in person. ( Josie was the only applicant.)

B. Discussion and Possible Action on Resolution #2026-OFF-01 to adopt a fee for copies that are requested by/for the Public and Businesses, other than those needed by the District

when conducting normal District day-to-day business. All copies will be at a rate of .50 cents/copy. The Counsel directed the Board to come up with a resolution to cover this.

**Motion** was made by Toni second Darla Carried 3-0

C. Discussion and Possible Action on Resolution #2026-FIN-01 for approval of Chief Jerry McGraw Jr. to be placed on the Wells Fargo account as a cardholder only. This is to conduct day-to-day purchases when needed. Not to exceed \$500 without Board Chair approval. Chief's asked for Board Resolution and minutes to take to the Bank.

**Motion** was made by Linda Second Darla Carried 3-0

D. Discussion and Possible Action on resolution #2026-OFF-02 to adopt a fee for notary services. Admin Chief Wood is a Notary, paid for by the District. Anyone who needs Notary services other than the District office will be charged at a rate of \$20, to be paid to the District. After discussion on how much can illegally be charged, Chief McGraw asked for approval based on the amount that can be legally charged. It was found that the most we can charge is \$10.00.

**Motion** was made by Toni Second Darla Carried 3-0

E. Wages for Chief Wood- Director Jones stated that Wood has been doing the job for quite some time and should be put back up where she originally was before taking her voluntary ten thousand dollar cut to help the department. Money does not have to be paid today but should be paid at the higher rate when possible. Director Basamania noted the higher rate has been budgeted so when we can it should be paid at that higher rate. McGraw stated that within a month or two he wanted her to get caught up on back wages.

## **8. EXECUTIVE SESSION: TIME \_\_\_\_ MOTION \_\_\_\_ SECOND \_\_\_\_**

**Pursuant to A.R.S. §38-431.03(A), the Fire Board may go into Executive Session to receive legal advice regarding the following matters:**

A. Status of CON matters/ Arizona Dept. of Health Services matters, Federal Grant matters, Ambulance Matters, Accounting/CPA matters- legal advice re: same: Counsel/ChiefWood/Chief McGraw

B. Status Litigation Matters: Snyder/Despain- Counsel

C. Status DeSpain CON hearing at Office of Administrative Hearing-Counsel

D. Wages for Chief Wood

RETURN TO OPEN MEETING AT: \_\_\_\_\_

9. NEXT FIRE BOARD MEETING WILL BE ON April 12th at 3:30pm MST.

10. ADJOURNMENT: MOTION Darla SECOND Linda Carried 3-0 4 :32pm