

**MINUTES OF SPECIAL BOARD MEETING OF THE
RINCON VALLEY FIRE DISTRICT GOVERNING BOARD MEETING
HELD DECEMBER 11, 2019**

A public meeting of the Rincon Valley Fire District Governing Board was convened on **DECEMBER 11, 2019 at 1:00 P.M.** at RVFD Station 2; 14550 E. Sands Ranch Rd. Vail, AZ 85641. Present at the meeting were the following members of the Rincon Valley Fire District Governing Board: Chairperson Michelle Harrington, Clerk Mark Tate, Member Christopher Klasen and Member Jennifer Spears.

The following matters were discussed, considered and decided at the meeting:

1. Call to Order at 1:01 P.M by Chairperson Harrington

A. Roll Call - Chairperson Michelle Harrington	present
Clerk Mark Tate	present
Member Jennifer Spears	present
Member Chris Klasen	present

- Also attending – Fire Chief Jayme Kahle and Administrative Manager Laura Bucklin. District Residents Courtney Bear, Richard Katz and Kevin McKinley were also in attendance.

2. Pledge of Allegiance – Chairperson Harrington lead the pledge of allegiance.

3. Date of next meeting scheduled for December 19, 2019 at 6:00 P.M.

- Confirmed by three board members.

4. Call to the Public

- No Response.

5. Unfinished Business

- A. 2020-015 - Executive Session** – The Board may vote to go into executive session pursuant to ARS Sec. 38-431.03(A) (1) for discussion or consideration for the appointment of a public officer, specifically a Board Member to fill the balance of the term for the vacant seat on the Board.
- The Board confirmed that each potential appointee was provided with written notice of the executive session not less than twenty-four hours for the potential appointee to determine whether the discussion or consideration should occur at a public meeting. All present potential appointees confirmed they received at least 24 hours of written notice of executive session and all potential appointees present consented to the Board’s executive session as it applies to them. Courtney Bear confirmed and consented, Richard Katz confirmed and consented, and Kevin McKinley confirmed and consented.

NOTE: Executive Sessions are confidential pursuant to ARS Sec 38-431.03(C) and (D).

Chairperson Harrington requested that Chief Kahle and Administrative Manager Laura Bucklin be present during the executive session. Chairperson Harrington requested Administrative Manager Laura Bucklin to take the confidential minutes and requested Chief Kahle to focus on the consistency of the process for each applicant while the Board Members focus on the applicant and his or her answers.

-Motion by Clerk Tate, second by Member Spears to adjourn Special Meeting and go into Executive Session at 1:09 pm. Motion passed 4 to 0.

- **Executive Session** – The Board voted to go into executive session pursuant to ARS Sec. 38-431.03(A) (1) for discussion or consideration for the appointment of a public officer, specifically a Board Member to fill the balance of the term for the vacant seat on the Board. Discussion and interview process only. No Action Taken. All matters discussed in executive session are confidential.

-Motion by Clerk Tate, second by Member Spears to adjourn Executive Session and reconvene the Special Board Meeting at 2:08 pm. Motion passed 4 to 0.

B. 2020-015(a) -- Executive Session – The Board may vote to go into executive session pursuant to ARS Sec. 38-431.03(A)(3) for discussion or consultation with the attorney for the District regarding the process for and appointment of a Board Member to fill the balance of the term for the vacant seat on the Board.

- The board did not go into executive session for legal counsel. The board moved to the next item on the agenda.

C. 2020-015(b) – Review, discussion and possible action concerning appointment of a Board Member to fill the vacant seat on the Board.

- Fire Chief Kahle stated that there are requirements the applicants have to meet before they are allowed to serve as board members, such as:
 1. Not allow a potential candidate to run for election or appointment if the candidate is related by affinity or consanguinity within 3rd degree to a person who serves on the Board during the candidate's potential term of office.
 2. Not allow an employee or a spouse of employee to serve on the Governing Board.
 3. Must be a district resident for at least one year.
 4. Must be registered voter.

All applicants present confirmed they meet the statutory requirements.


-Motion by Member Klasen, second by Member Spears to appoint Kevin McKinley to fill the vacancy as an interim Board Member until the November 3, 2020 election. Motion passed unanimously 4 to 0.

6. ADJOURNMENT - Motion by Chairperson Harrington, second by Member Spears to adjourn. Motion passed 4 to 0. Meeting adjourned at 2:10 p.m.

Dated this 13th day of December 2019.

Rincon Valley Fire District Governing Board


Chairperson Harrington


Clerk Tate


Member McKinley


Member Spears

Member Klasen