

****ACTION MINUTES****

**NOTICE OF MEETING
COOLIDGE FIRE DEPARTMENT
FIREFIGHTER'S PENSION BOARD
THURSDAY, JUNE 15TH, 2023 @ 4:00 PM
COOLIDGE CITY HALL – 130 W. CENTRAL AVENUE
COOLIDGE, ARIZONA, PINAL COUNTY**

CALL TO ORDER – *The meeting was called to order at 4:00 p.m.*

1. Pledge of Allegiance – *President Thompson dispensed with the Pledge of Allegiance.*
2. Roll Call – *Present: President Jon Thompson, Secretary Mark Dillon, Board Members Norma Ortiz and Victor Mendoza. Board Members Ralph Felix and Larry Wainscott were absent.*

APPROVAL OF MINUTES

3. Consider approval of the minutes for the meeting held on December 8, 2022. **Discussion and action.**

***The Board considered approval of the minutes for the December 8, 2022 meeting. There was no discussion. MOTION was made by Secretary Dillon to approve the minutes for the meeting held on December 8, 2022. SECOND was made by Board Member Mendoza and passed unanimously.*

OLD/NEW BUSINESS

4. Discuss appointments/re-appointments and/or vacancies on the Coolidge Fire Department Firemen's Pension Board. **Discussion only.**

***Board Member Ortiz advised the Board of the need to fill a vacancy due to the resignation of Board Member Raymond Garcia, and, Secretary Dillon recommended reaching out to employees Dennis Gillespie or James Myers to possibly serve. There was discussion and direction given to Secretary Dillon to work on filling the vacancy. NO ACTION WAS TAKEN.*

5. Consider approval of the 2022 Annual Reports from the Coolidge Volunteer Fire Department Qualified Pension Plan. **Discussion and action.**

**Board Member Ortiz advised the Board of the need to approve the 2022 annual audit reports for the Coolidge Volunteer Fire Department Qualified Plan. There was discussion.*

*****Secretary Dillon then noted that currently there are 7 to 8 members on the Volunteer Fire Department, and, that he will continue to keep them on the department for a couple of more years. President Thompson inquired about adding CAVIT students to a reserve list, and Secretary Dillon agreed, noting that currently there are no open positions, but, will consider this as an option moving forward.***

******MOTION was made by Board Member Mendoza to approve the 2022 Annual Reports from the Coolidge Volunteer Fire Department Qualified Pension Plan. SECOND was made by Secretary Dillon and passed unanimously.***

6. Review the May 2023 Bank Statement from the Coolidge Firemen's Pension Checking Account. **Discussion only.**

*****Board Member Ortiz advised the Board of the current balance in the Firemen's Pension Checking Account, noting \$19,887.41. There was discussion. NO ACTION WAS TAKEN.***

7. Approve and accept the resignation of Kolby Cutrer from the Coolidge Volunteer Fire Department as a Volunteer Fire Fighter effective March 10th, 2023; and approve payout of his contributions in the amount of \$1,142.03 from the Coolidge Volunteer Fire Department Pension Plan. **Discussion and action.**

*****Secretary Dillon advised the Board of the need to approve and accept the resignation of Kolby Cutrer from the Coolidge Volunteer Fire Department due to becoming a full-time employee with the Department; and approve payout in the amount of \$1,142.03 from the pension plan. There was discussion. MOTION was made by Board Member Mendoza to approve and accept the resignation of Kolby Cutrer from the Coolidge Volunteer Fire Department as a Volunteer Fire Fighter effective March 10th, 2023; and approve payout of his contributions in the amount of \$1,142.03 from the Coolidge Volunteer Fire Department Pension Plan. SECOND was made by Board Member Ortiz and passed unanimously.***

8. Approve and accept the resignation of Chad McHugh from the Coolidge Volunteer Fire Department as a Volunteer Fire Fighter effective March 10th, 2023; and approve payout of his contributions in the amount of \$1,417.62 from the Coolidge Volunteer Fire Department Pension Plan. **Discussion and action.**

*****Secretary Dillon advised the Board of the need to approve and accept the resignation of Chad McHugh from the Coolidge Volunteer Fire Department due to becoming a full-time employee with the Department; and approve payout in the amount of \$1,417.62 from the pension plan. There was discussion. MOTION was made by Board Member Mendoza to approve and accept the resignation of Chad McHugh from the Coolidge Volunteer Fire Department as a Volunteer Fire Fighter effective March 10th, 2023; and approve payout of his contributions in the amount of \$1,417.62 from the***

Coolidge Volunteer Fire Department Pension Plan. SECOND was made by Secretary Dillon and passed unanimously.

9. Approve and accept the resignation of Calvin Schwartz from the Coolidge Volunteer Fire Department as a Volunteer Fire Fighter effective March 10th, 2023; and approve payout of his contributions in the amount of \$331.22 from the Coolidge Volunteer Fire Department Pension Plan. **Discussion and action.**

***Secretary Dillon advised the Board of the need to approve and accept the resignation of Calvin Schwartz from the Coolidge Volunteer Fire Department due to becoming a full-time employee with the Department; and approve payout in the amount of \$331.22 from the pension plan. There was discussion. MOTION was made by Board Member Mendoza to approve and accept the resignation of Calvin Schwartz from the Coolidge Volunteer Fire Department as a Volunteer Fire Fighter effective March 10th, 2023; and approve payout of his contributions in the amount of \$331.22 from the Coolidge Volunteer Fire Department Pension Plan. SECOND was made by Secretary Dillon and passed unanimously.*

10. Consider approval of no longer deducting fire pension payments from Assistant Chief Ted McHugh after 25 years of service with the Coolidge Volunteer Fire Department effective June 15th, 2023. **Discussion and action.**

***Secretary Dillon advised the Board of the need to approve of no longer deducting fire pension payments from Assistant Fire Chief Ted McHugh due to reaching his 25 years of service, stating he will remain on the Department, however, will no longer contribute per the pension plan guidelines. There was discussion. MOTION was made by Board Member Mendoza to approve of no longer deducting fire pension payments from Assistant Fire Chief Ted McHugh after completing 25 years of service with the Coolidge Volunteer Fire Department effective June 15th, 2023. SECOND was made by Board Member Ortiz and passed unanimously.*

11. Consider approval of transferring any excess funds over and above \$5,000 from the Coolidge Volunteer Fire Department Pension Plan Account to the Broadridge Matrix Trust Company. **Discussion and action.**

***Board Member Ortiz advised the Board of the need to transfer any excess funds over and above \$5,000 from the Coolidge Volunteer Fire Department Pension Plan Checking Account to the Broadridge Matrix Trust Company after any current payables are made for the month of June. There was discussion. MOTION was made by Board Member Mendoza to approve the transfer of any excess funds over and above \$5,000 from the Coolidge Volunteer Fire Department Pension Plan Checking Account to the Broadridge Matrix Trust Company. SECOND was made by Secretary Dillon and passed unanimously.*

12. Consider approval of the list of payables made from the Coolidge Fire Fighters Bank Account and ratify the payments. **Discussion and action.**

*****Board Member Ortiz reviewed the list of payables for the period beginning November 2022 through May 2023; and asked the Board to approve and ratify the payments. There was discussion. MOTION was made by Board Member Mendoza to approve the list of payables made from the Coolidge Fire Fighters Bank Account and to ratify the payments. SECOND was made by Secretary Dillon and passed unanimously.***

CALL TO THE BOARD

*****Secretary Dillon stated he will work diligently to fill the vacancy on the Board.***

CALL TO THE PUBLIC

*****There were no comments made by the public.***

ADJOURNMENT

*****MOTION was made by Secretary Dillon to adjourn the meeting at 4:15 p.m. SECOND was made by Board Member Mendoza and passed unanimously.***

THESE ACTION MINUTES WERE PREPARED AND POSTED ON THE CITY'S WEBSITE BY BOARD MEMBER NORMA ORTIZ ON JUNE 16TH, 2023.