

**Sunsites-Pearce Fire District Regular Board Meeting**  
**Minutes (unofficial)**  
**December 13<sup>th</sup> 2012 1800 hours**  
**Sunsites Community Center**

1. **CALL TO ORDER**: Chairman Lance called the meeting to order at 1800 hrs
2. **ROLL CALL**: Board Members present were:
  - i. Chairman Roger Lance
  - ii. Treasurer Cletus Frei
  - iii. Clerk Rebel Jones
  - iv. Board Member Candace Roll
  - v. Board Member Robert Fino
3. **PLEDGE OF ALLEGIANCE**: Led by Treasurer Cletus Frei
4. **CONSENT AGENDA**: There were no consent agenda items presented at this meeting.
5. **APPROVAL OF MEETING MINUTES**: Meeting minutes presented to the Fire Board for approval were:
  - i. October 16<sup>th</sup> 2012- Board Member Candace Roll made a motion to accept the October 16<sup>th</sup> meeting minutes as presented. There was no second to accept the October 16<sup>th</sup> meeting minutes as presented, motion died.
  - ii. November 20<sup>th</sup> 2012- Board Member Candace Roll made a motion to accept the November 20<sup>th</sup> meeting minutes as presented. There was no second to accept the November 20<sup>th</sup> meeting minutes as presented, motion died.
  - iii. November 27<sup>th</sup> 2012- Board Member Candace Roll made a motion to accept the November 27<sup>th</sup> meeting minutes as presented. There was no second to accept the November 27<sup>th</sup> meeting minutes as presented, motion died.
  - iv. December 3<sup>rd</sup> 2012- Board Member Candace Roll made a motion to accept the December 3<sup>rd</sup> meeting minutes as presented. There was no second to accept the December 3<sup>rd</sup> meeting minutes as presented, motion died.
  - v. December 6<sup>th</sup> 2012- Board Member Candace Roll made a motion to accept the December 6<sup>th</sup> meeting minutes as presented. There was no second to accept the December 6<sup>th</sup> meeting minutes as presented, motion died.
6. **CALL TO THE PUBLIC**:

i. Ray Hooker- addressed his concerns about Board Member Robert Fino's attitude and demeanor when addressing the other Board Members and the public.

7. **FIRE CHIEF'S REPORT**: presented to the Fire Board by Chief Paul Petersen (reports attached)

8. **FINANCIAL REPORTS**: presented to the Fire Board by Bookkeeper Jill Schultz (reports attached)

9. **OLD BUSINESS**:

a. Discuss Public Records Management Statute ARS 41-151.14

**Motion:** Board Member Robert Fino made a motion to table all Old Business agenda items until a conversation with Mrs. Gray had taken place.

**Second:** Board Member Candace Roll seconded the motion.

**Vote:** Board Members Robert Fino and Candace Roll in favor of; Board Members Roger Lance, Cletus Frei and Rebel Jones against.

**Motion failed.**

i. Discuss and Vote: on public records on line for public access.

- Chairman Roger Lance stated that there already were some documents, namely notice of board meeting and the meeting minutes, posted on line. He said that it would be better if more public records, such as Profit and Loss, Fire Chief's Report and Financial Reports, be posted on line as well.
- Board Member Robert Fino shared his concerns with the Fire Board that some documentation should not be posted on line.
- Clerk Rebel Jones said that it is crucial to comply with the record's management statutes.

**Motion:** Treasurer Cletus Frei made a motion to begin putting all public records on line for the public's access.

**Second:** Clerk Rebel Jones seconded the motion

**Vote:** Board Members Roger Lance, Cletus Frei and Rebel Jones in favor of; Board Members Robert Fino and Candace Roll against.

**Motion carried.**

ii. Discuss and Vote: on need for public records update

- Chief Petersen made the statement that there are documents that are approved but have not been signed and he does not know if they need to be signed.
- Chairman Roger Lance stated that there are certain documents that need to be looked into and put in order and signed if needed.

**Motion:** Treasurer Cletus Frei made a motion to update the existing public records with the proper signatures.

**Second:** Clerk Rebel Jones seconded the motion

**Vote:** Board Members Roger Lance, Cletus Frei and Rebel Jones in favor of; Board Members Robert Fino and Candace Roll against.

**Motion carried.**

- iii. Discuss and Vote: on board support position for public records management
- Treasurer Cletus Frei spoke, saying that the position was to assist the Fire Board in their duties as Board Members.
  - Board Member Candace Roll stated that, according to Mrs. Gray, the board support position will not need to be filled until the year 2014
  - Chairman Roger Lance said that the person chosen as board support will be the Fire Board's lead advisor.
  - Board Member Robert Fino said \_\_\_\_\_

**Motion:** Treasurer Cletus Frei made a motion to create the position of Board Support for Public Records Management.

**Second:** Chairman Roger Lance

**Vote:** Board Members Roger Lance, Cletus Frei and Rebel Jones in favor of; Board Members Robert Fino and Candace Roll against.

**Motion carried.**

- iv. Discuss and Vote: on filling Board Support Position
- Board Member Candace Roll stated that she would like to have another conversation with Mrs. Gray before the position for Board Support was filled

**Motion:** Board Member Robert Fino made a motion to table Agenda Item A. iv, under old business until the next special meeting or next regular meeting.

**Second:** Treasurer Cletus Frei seconded the motion

**Vote:** Board Members Cletus Frei, Candace Roll and Robert Fino in favor of; Board Members Roger Lance and Rebel Jones against.

**Motion carried.**

10. NEW BUSINESS:

- a. Discuss the latest audit per Mrs. Candace Roll
- Board Member Candace Roll inquired why an appointment was already scheduled and on the agenda for the January 3<sup>rd</sup> 2013 regular board meeting.
  - Chairman Roger Lance stated that the auditor would be in Elfrida, AZ on that day and this would save money for both Elfrida Fire District and Sunsites-Pearce Fire District. The two Departments will be able to split the expense (travel and lodging) of having the auditor drive out from Phoenix, AZ.

- b. Discuss and vote. Request an auditor presentation and to answer questions pertaining to the 2011-2012 audit (Reservation has already been made for the January 3<sup>rd</sup> 2013 regular board meeting, subject to board approval).

**Motion:** Board Member Robert Fino made a motion to continue with the scheduled audit review on January 3<sup>rd</sup> 2013.

**Second:** Board Member Candace Roll seconded the motion.

**Vote:** All Board Members present in favor of

**Motion carried.**

- c. Discuss and vote. Purchase and outdoor bulletin board for the Richland Fire Station Postings. (\$191.92 + shipping and handling, size 26 3/4" x 26 3/4") (Will display 6 sheets of paper)

Weather resistant aluminum frame for use indoor or outdoor  
Featured lockable hinge door to keep postings safe and secure  
Polycarbonate lens is extraordinarily durable to withstand use outdoors

<http://www.displays2go.com/products.aspx?id=15330>

- Chairman Roger Lance stated that the Fire Board is interested in having future board meetings at the Richland station and wants to keep the residents of Richland informed on community happenings.

**Motion:** Board Member Robert Fino made a motion to purchase the bulletin board, as presented to the Fire Board, for the Richland Station for \$191.92 + shipping and tax.

**Second:** Clerk Rebel Jones seconded the motion

**Vote:** Board Members Roger Lance, Cletus Frei, Rebel Jones and Robert Fino in favor of; Board Member Candace Roll against

**Motion carried.**

#### 11. CALL TO THE PUBLIC:

- a. Ellen Clungston asked the Fire Board why repair bills for Tender 304 (2007 Tender) and Engine 305 (International 1992) were so high for the last two months. The repair bills for the two almost totaled \$3,000.

Meeting was adjourned at 1945hrs.