



SUNSTITES-PEARCE FIRE DISTRICT

SERVING RESIDENTS OF THE SUNSTITES-PEARCE FIRE DISTRICT,
AND NEIGHBORING COCHISE COUNTY

Mailing Address: PO Box 507, 105 TRACY ROAD PEARCE, AZ 85625

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Sunsites-Pearce Fire District Regular Meeting March 19, 2013

1. **Call to Order** – The meeting was called to order at 10:30 a.m. by Mr. Schelling.
2. **Pledge of Allegiance** – Mr. Schelling led the attendees in the Pledge of Allegiance.
3. **Call to the Public.** – NONE -
4. **Consent Agenda**
 - A. Retention of Anne Carl as Attorney for the Fire District.** Mr. Schelling indicated that he had retained Anne Carl as the Attorney for the District and provided the public with background information of Ms. Carl. He further indicated that the County did not want to represent the District. Mr. Schelling indicated that the district has been billed almost \$5,000 from legal actions of the previous governing board and Mr. Schelling is hopeful that services of Ms. Carl would be minimal, if possible.
 - B. Cancellation of all Appointments to Committees by Old Governing Board.** Mr. Schelling indicated that all appointments made by the previous Board were cancelled. He further indicated that Committees would be appointed in the future. In addition, Mr. Schelling thanked all of the previous board members for their offer to help during the transition.
 - C. Financial Reports.** Interim Chief Steinberg went over the Financial Reports with Mr. Schelling.
 - D. Approval of Warrants.** Mr. Schelling approved all Warrants.
 - E. Approval of Minutes from the March 4, 2013 Special Meeting.** Mr. Schelling approved the Minutes from the March 4, 2013 Special Meeting.
5. **New Business.**
 - A. Discussion with Interim Fire Chief Steinberg on Concerns with Dealing with the Current 2012-2013 Fiscal Year Budget.**
 - (i) Overtime/PTO.** Mr. Schelling indicated that Interim Chief Steinberg would be covering the 3rd shift pursuant to the Interim Chief Contract. Interim Chief Steinberg indicated he would be a salaried employee and would be working 12 days with 2 days off

until the end of the fiscal year to stop the overtime expense. Interim Chief Steinberg further explained that he would be changing the PTO policy so as to limit the liability of the District.

(ii) **Additional Volunteers.** Interim Chief Steinberg indicated that the District has posted seasonal wildland firefighter positions. We currently have 1 volunteer and 1 application. He further explained that he plans to implement a Seasonal Wildland Program, with firefighters being paid for only stateland fires and not on the regular district payroll, which will cut back on workman's comp, wages and overtime expenses.

(iii) **Certifications.** Interim Chief Steinberg indicated that the District has 12 personnel with Red Card certification. Currently there is only one full time firefighter without Red Card certification, however all certifications will be completed within the next 30 days. Interim Chief Steinberg explained all of the firefighter certifications the District requires of its personnel.

(iv) **Inventory.** Interim Chief Steinberg explained that the District currently keeps an inventory on all fire gear and all of the equipment is marked or engraved to indicate the gear belongs to the District. He further stated that a medical inventory program will be initiated soon.

Mr. Schelling indicated that on Tuesday, March 26, 2013, an employee meeting and a workshop for the FY13/14 Budget would be held.

B. Discussion on Fiscal Year 2013-2014 Budget

(i) **Increase of Revenues; Fees.** Mr. Schelling indicated that the District needs to increase revenues and fees. The District has been contacting other Districts as to fees and services they provide and the costs associated therewith. He further stated that he did not want to raise the property taxes.

(ii) **Ambulance Collections.** Mr. Schelling indicated that it would be necessary to project how much Medicare will actually pay for the upcoming budget. Mr. Schelling also asked if the billing sent to Fry Fire District was reconciled with the amount being collected by the district and Interim Chief Steinberg stated that this was done.

(iii) **Costs incurred by users of Arts & Crafts Rooms.** Mr. Schelling indicated he would be contacting the individuals using the Arts & Crafts and Mineral Room. He further stated that those individuals would be responsible for their own utilities as it is not fair that the taxpayers are paying for their expenses. He indicated a separate meter would have to be installed. He further indicated that they would also be responsible for their own insurance. A proof of insurance would be required to be given to the District.

(iv) **Schedule work session on Budget.** Mr. Schelling indicated on Tuesday, March 26th, a FY13/14 Budget workshop would be held which will be open to the public and he would appreciate the public's suggestions.

6. Fire Chief's Report. Interim Chief Steinberg presented the Fire Chief's Report. He explained the training programs of the District as well as the number of calls, maintenance of the vehicles, vehicle mileage, Haz Mat matters as well as communications.

Steinberg indicated E305 is in desperate need of repairs. All estimates provided for the repair are still up to date. Mr. Schelling approved the repair of E305. Steinberg indicated T304 needed a pump test. It would cost the District \$333.87 to pump test T304.

Steinberg indicated that the Pension Board needs to hold a Meeting to update the Pension Fund. Mr. Schelling indicated that the meeting could be held on Tuesday, March 26, 2013.

7. **Adjourn** – There being no further business, the meeting was adjourned at 10:55 a.m.

Respectfully submitted,

Jill Schultz