



SUNSTITES-PEARCE FIRE DISTRICT

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

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Sunsites-Pearce Fire District County Appointed Administrator Special Meeting March 4, 2013

I. **Call to Order** – The meeting was called to order at 10:30 a.m. by Mr. Schelling. Mr. Schelling introduced himself to the Public and explained his role of being appointed by the County to keep the District operational.

Mr. Schelling shared with the Public his experience in handling district matters. He further stated that he does not answer to the County Supervisors and he will be acting as the District's entire Board until such time as the District is in a stable position whereas he will appoint a board for the District.

II. **Roll Call** – Mr. Schelling present

III. **Pledge of Allegiance** – Mr. Schelling led the attendees in the Pledge of Allegiance.

IV. **New Business:**

A. **Process payroll.** Mr. Schelling indicated that the payroll for the pay period ending February 25, 2013 had been approved and completed. He requested Admin, Jill Schultz; explain to the public how payroll is processed.

B. **Appoint Interim Fire Chief.** Mr. Schelling appointed Captain Joshua Steinberg as Interim Fire Chief and Captain Steinberg accepted the appointment.

C. **Schedule new meeting dates, times and locations.** Mr. Schelling indicated that the Regular Monthly Board Meetings will be held the third Tuesday of each month at 10:30 a.m. and all meetings will be held at the Sunsites-Pearce Fire District Station. Mr. Schelling further stated that he will be at the Station every two weeks to sign checks for payroll and District bills.

Mr. Schelling explained to the Public that if they should have any questions, they could put their request in writing with their name and contact information and he would answer all written inquiries at the next regular meeting, being March 19, 2013.

XI. **Adjourn** – There being no further business, the meeting was adjourned at 5:58 pm.

Respectfully submitted,

Jill Schultz