Sunsites-Pearce Fire District

Regular Meeting

July 26, 2014

1. **Call to Order**. The meeting was called to order at 10:40 a.m. by Administrator Schelling. Mr. Schelling gave opening remarks concerning the absence of Jill Schultz, Office Administrator, stating that she has resigned from the fire district and would discuss the matter more during the Financial Report.

2. **Pledge of Allegiance.** Interim Chief Steinberg led the attendees in the Pledge of Allegiance.

3. **Call to the Public**.

No one addressed the board.

4. **Consent Agenda**

**A. Approval of Warrants.** Mr. Schelling approved all Warrants.

**B. Approval of Expenses.** Mr. Schelling approved all expenses

**C.** **Approval of Minutes from the June 17, 2014 Meeting.** Mr. Schelling approved the Minutes from the June 17, 2014 Meeting.

**5. Financial Reports.** Mr. Schelling first apologized to the public attending that a Financial Report as usually handed out was not completed in time for the meeting due to the resignation of Mrs. Schultz. Mrs. Schultz made her resignation effective immediately and so Interim Chief Steinberg has been working very hard to get payroll completed and prepare what he could for the regular meeting. Mr. Schelling said that Mrs. Schultz left for personal reasons and prohibitive cost of health insurance. Mr. Schelling explained that the insurance carriers are basing the premiums on individuals and by age verses an across the board premium for everyone. To have him on the insurance policy would go from $315 a month to well over $900 a month, which is way more than his billing rate each month and more than the district can afford. He thanked Mrs. Schultz for all her hard work and dedication to the district while she was employed with Sunsites-Pearce Fire District. Mr. Schelling then stated that a person with knowledge on QuickBooks and basic bookkeeping will be hired on an interim part-time basis until the new board is elected and takes their seats on the board.

Mr. Schelling went on to say that as usual for this time in the budget cycle, the fire district was in credit line, but that would be paid off in October and November when the first half of the property taxes came in. Once paid off, the district should stay out of credit line for the remaining of the budget year, as was accomplished during the past fiscal year. As of June 30, 2014 the Treasurer’s Office showed a balance of $22,893.70 in the Maintenance and Operations Fund. Once the Outstanding Warrants are subtracted from this figure, the actual balance in the M&O Fund is $164.39.

Interim Chief Steinberg added that the person who does payroll for Elfrida Fire District was at the station assisting him on payroll and getting the regular financial reports together and hoped to have the report and minutes posted on the webpage by Wednesday.

**6. Action Agenda:**

**A. Review, discuss and possibly vote on the adoption of the Cochise County Community Wildfire Protection Plan.** Interim Chief Steinberg reviewed the plan to the administrator and public. The CWPP is a Cochise county wide effort to identify the most critical areas for wild land fires and better plan for them. He concluded with his recommendation that Mr. Schelling adopt the plan for the good of the fire district. Mr. Schelling approved the adoption of the Cochise County Community Wildfire Protection Plan.

**7. Fire Chief’s Report.** The Fire Chief’s Report was presented by Interim Fire Chief, Josh Steinberg. Please see attached Chief’s Report.

**8. Comments from the Administrator on past and current issues raised by public concerning the Administrator and Fire District.** Mr. Schelling again thanked the public for their patience with the completing of the Financial Report and reminded the public that the deadline to file to run for the governing board was near and so far only one person had file preliminary paperwork with the County Elections Department.

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

Respectfully submitted,

Josh Steinberg

Interim Fire Chief