



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
PHONE: (520) 826-3645; FAX: (520) 826-3586
www.sunsitesfire.org

Sunsites-Pearce Fire District Regular Meeting October 21, 2014

1. **Call to Order.** The meeting was called to order at 10:35 a.m. by Administrator Schelling.
2. **Pledge of Allegiance.** 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 September 23, 2014 Meeting.** Mr. Schelling approved and signed the Minutes from the September 23, 2014 Meeting.
5. **Financial Reports.** Mrs. Suprenant reviewed the September 2014 Financial Reports with Mr. Schelling and the public. See the attached Financial Reports. Mr. Schelling approved the financial report.
6. **Action Agenda:**
 - A. **Review and discuss selling Tender 309.**

Chief Steinberg proposed selling Tender 309, due to liability, being out of service for many years, and repairs would be too costly to benefit the district. He suggested placing it on public surplus for approximately \$5,000. Administrator Schelling approved.
 - B. **Review and discuss buying an economical vehicle.**

Chief Steinberg suggested the district purchase a small, economical vehicle, spending no more than \$3,000. He explained that having a smaller vehicle will save money on gas, especially with the firefighters being able to take advantage of the many free classes recently. Administrator Schelling approved.
7. **Fire Chief's Report.** The Fire Chief's Report was presented by Interim Fire Chief, Josh Steinberg. See attached Fire Chief's Report.

8. **Comments from the Administrator on past and current issues raised by public concerning the Administrator and Fire District.** Mr. Schelling informed the public that there was a possibility of time change for November board meeting.
9. **Adjourn** – There being no further business, the meeting was adjourned at 10:52 a.m.

Respectfully submitted,

Kelsi Suprenant

X

Thomas Schelling
Administrator

Tuesday, October 21, 2014



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Fire Chief's Report for October 2014

1. EMS Calls= 35
 - A. In District Calls=29
 - B. Out of District Calls=6
 - C. Number of Patients Transported=15
 - D. Number of Patients Flown Out=1
 - E. Number of Patient Refusals or Public Assists=18
 - F. Number of rollover or Motor Vehicle Accidents=0
 - G. Number of Mutual Aide Calls=2, 1 given to HCI Willcox, 1 to Elfrida fire ALS rendezvous, 2 received from Elfrida Fire
 - H. Number of Dead on Arrival Calls=0

2. Fire Calls=6
 - A. In District Calls=3
 - B. Out of District Calls=3
 - C. Brush Fires=0
 - D. Structure Fires=1 (out of district Braaton ranch rd)
 - E. Car Fires=0
 - F. Hazardous Materials=0
 - G. Other=5
 - H. Mutual Aide Calls=0

Total Fire and EMS Calls Year to Date= 451. Total calls since the September meeting is 41.

Training:

1. On duty crews have been completing weekly training sessions. These sessions included Quick Attack and Thermal Imaging.
2. Captain Escarcega, Firefighter Garner, Firefighter McMullen, and I attended the Public Information Officer class on October 8th and 9th in Sierra Vista.
3. I attended a table top exercise at the Brian Terry Border Patrol Station in Naco on October 2nd.

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4. We had two employees participate in the AEPCO training the week of October 6-10.

Wildland:

1. We have been on no additional Wildland assignments since the last meeting. We currently have billed out to Arizona State Forestry Division \$ 75,233.39

Hazardous Materials:

There is Cochise County Regional Hazmat Team training in Douglas on Nov. 3

Maintenance:

1. E305 steering box leak has been fixed. Western States did warranty their work.
2. E 306 is having transmission problems; we will be sending it to Grants in Willcox soon.

Communication:

1. Northern Cochise Community Hospital did donate a wheel chair van. We can't thank them enough for their generosity and hope to have that service up and running soon. We hope to continue the great relationship that we have with them.
2. Northern Cochise Community Hospital was at the Sunstites-Pearce Fire District station, on October 18th to perform a flu shot clinic.
3. We held our annual Open House on October 11 from 1100-1400hrs. Again we can't thank Life Net 8 enough for their support. We could not have done this event without them. We would also like to thank Border Patrol Borstar team, Palominas Fire Assistant Chief Matthew, Sonoita-Elgin Fire Chief DeWolf, Cochise County Sheriff's Office, and the employees of the Sunstites-Pearce Fire District for all of their support.
4. We completed an EMS standby at the Amerind Foundation on October 18, 2014.

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5. We completed Fire Prevention with Pearce, Cochise, and Ash Creek schools. It was another great year and we would like to thank the Palominas Fire District for allowing us to utilize their fire prevention trailer and all of the schools for the great experience and we look forward to working with them more in the future.
6. We participated in the Cochise College annual pit fire on October 9, 2014.

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SUNSITES PEARCE FIRE DISTRICT SEPTEMBER 2014 FINANCIAL INFORMATION

BANK ACCOUNT INFORMATION:

M&O ACCOUNT	\$149,825.35
PAYROLL ACCT:	\$8,007.23
RESERVE ACCT:	\$14,389.03
PETTY CASH:	\$189.08
TOTAL BANK ACCOUNTS:	\$172,410.69

REVENUES:

FIRE DISTRICT ASSISTANCE TAX:	\$361.80
REAL & PERSONAL PROPERTY TAXES:	\$54,181.59
WILDLAND REVENUE	\$14,184.21
FIRE SUBSCRIPTIONS	\$0.00
DONATIONS	\$100,122.47
MISC. OTHER (REFUNDS, ETC)	\$0.00
AMBULANCE REVENUE	\$21,286.52
SEPTEMBER	\$3,878.78
AUGUST	\$6,760.60
JULY	\$5,569.42
90+ DAYS	\$2,568.16
TOTAL REVENUES	\$190,136.59

ACCOUNTS RECEIVABLE:

WILDLAND	\$75,233.39
OUT OF DISTRICT	\$14,182.27
AMBULANCE	
SEPTEMBER	\$29,988.91
RECEIVED	\$4,046.39
MED WRITE-OFF	\$4,778.44
SEPTEMBER BALANCE	\$21,192.49
AUGUST	\$11,416.81
JULY	\$12,288.08
JUNE	\$12,889.37
TOTAL AMBULANCE RECEIVABLES	\$57,786.75

TOTAL CURRENT RECEIVABLES: \$147,202.41

ACCOUNTS PAYABLE: **\$ 3,394.56**

CREDIT LINE ADVANCE: \$ -

Sunsites-Pearce Fire District
Profit & Loss
 September 2014

	Sep 14
Ordinary Income/Expense	
Income	
INCOME	
Taxes	
Fire District Assistance Tax	361.80
Real & Personal Property Taxes	54,181.59
Taxes - Other	37.02
Total Taxes	54,580.41
Grant Revenue	
VFA Grant Reimbursement 13-14	5,880.00
Total Grant Revenue	5,880.00
Charges for Service	
Ambulance Revenue	21,925.42
Donations for a service provide	340.00
Out of Dist Revenue	3,568.02
Wildland Revenue	5,525.86
Total Charges for Service	31,359.30
Misc Revenue	
Donations	99,922.47
Total Misc Revenue	99,922.47
Total INCOME	191,742.18
Total Income	191,742.18
Expense	
Wells Fargo Credit Card #6883	1,172.34
OPERATIONS	
Wildland Meals & Lodging	470.88
Training	
Educational materials	1,934.83
Total Training	1,934.83
Property Maint	16.00
Repair & Maint/vehicles	
T-303 2001 Freightliner Tender	30.00
E-305 1992 International	85.53
Repair & Maint/vehicles - Other	13.46
Total Repair & Maint/vehicles	128.99
Utilities	
Electricity	
Arts and Crafts Room Qtrs	204.73
Main Station	386.11
Richland Station	50.29
Street Light #6115101	13.44
Street Light #6121101	12.84
Total Electricity	667.41
Garbage Collection	80.00
Telephone	
Stations Telephone	716.33
Total Telephone	716.33
Utilities - Other	104.13
Total Utilities	1,567.87
Medical Supplies	1,494.55
Fuel	3,029.44
Equip Communication	
Dispatch	49.00
Total Equip Communication	49.00

Sunsites-Pearce Fire District
Profit & Loss
 September 2014

	Sep 14
Grant Expense	3,076.07
Miscellaneous Expenses	44.26
Total OPERATIONS	11,811.89
ADMINISTRATION COST	
Janitorial Expenses	412.66
Office/Misc Supplies	
Bank Fees	100.10
Office Supplies/Postage	581.11
Total Office/Misc Supplies	681.21
Total ADMINISTRATION COST	1,093.87
PERSONNEL	
Benefit Costs	
Retirements 457/PSPRS	3,138.85
Workers Compensation Insurance	17.70
Health Insurance - Other	33.48
Benefit Costs - Other	1,452.40
Total Benefit Costs	4,642.43
Payroll Tax Cost	
Payroll Taxes	2,961.96
Total Payroll Tax Cost	2,961.96
Wages & Salary Cost	
PTO	1,075.20
Wages	
Captain	6,761.50
Paramedic	6,117.03
EMT	11,377.55
Fire Fighters	932.30
Administrative	1,079.00
Fire Chief	
Salary	4,461.54
Total Fire Chief	4,461.54
Total Wages	30,728.92
Overtime	
Administrative Overtime	0.00
Fire Fighters Overtime	0.00
EMT Overtime	419.93
Paramedic Overtime	357.00
Captain Overtime	1,659.00
Total Overtime	2,435.93
Holiday	392.08
Wages & Salary Cost - Other	312.88
Total Wages & Salary Cost	34,945.01
Total PERSONNEL	42,549.40
Total Expense	56,627.50
Net Ordinary Income	135,114.68
Other Income/Expense	
Other Income	
Cochise County Advance	12,660.00
Total Other Income	12,660.00
Net Other Income	12,660.00
Net Income	147,774.68