



SUNSTITES-PEARCE FIRE DISTRICT

SERVING RESIDENTS OF THE SUNSITES-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

Sunsites-Pearce Fire District
Regular Meeting
May 31, 2016

1. **Call to Order** - The meeting was called to order at 6:00 p.m. by Chairperson Robert Fino.
2. **Roll Call**
 - A. **Attendance and Confirmation of Quorum** - Chairperson Robert Fino, Board Member Jason Simmons, Board Member Tom Whiteman and Board Member Jessica Jones were present. Chairperson Fino acknowledged that a quorum was met.
 - B. **Board Members Absent** – Board Member Brian Allen was absent.
 - C. **Declarations of Conflicts of Interest** - No Board Member declared a conflict of interest.
3. **The Pledge of Allegiance** - Fire Chief Josh Steinberg led the attendees in the Pledge of Allegiance.
4. **Recognition of Guests** – No guests were present.
5. **Consent Agenda**
 - A. **Approval of Warrant Reports;**
 - B. **Approval of Expense Reports.** Following discussion, Board Member Simmons moved to approve the consent agenda which is comprised of the Warrant Reports and Expense Reports; Board Member Whiteman seconded the motion.

Vote:
In favor - Chairperson Robert Fino, Board Member Tom Whiteman, Board Member Jessica Jones, and Board Member Jason Simmons
Opposed – none
Motion carried
6. **Approval of Minutes**
 - A. Approval of Minutes of April 26, 2016 Regular Meeting Minutes.
Board members noted an error on the May 31, 2016 Agenda, specifically Item 6(A) which read “April 16, 2016 Regular Meeting Minutes.” Agenda item 6(A)

Sunsites-Pearce Fire District
Regular Meeting
May 31, 2016

should be amended to read, "April 26, 2016, Regular Meeting Minutes." Following review and discussion of the May 31, 2016, Agenda error, Board Member Whiteman moved to amend the Agenda to read "April 26, 2016, Regular Meeting Minutes." Board Member Simmons seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Member Tom Whiteman, and Board Member Jason Simmons

No vote: Board Member Jessica Jones

Opposed – none

Motion carried

Following review and discussion of the minutes of the April 26, 2016, Regular Meeting, May 17, 2016, Budget Work Session, and May 24, 2016, Budget Work Session, Chairperson Fino moved to collectively approve the minutes of April 26, 2016, Regular Meeting, May 17, 2016, Budget Work Session, and May 24, 2016, Budget Work Session, as presented. Board Member Simmons seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Member Tom Whiteman, Board Member Jessica Jones, and Board Member Jason Simmons

Opposed – none

Motion carried

- 7. Call to Public** – Louise Lance commented on the anonymous \$50,000 donation; also commented on Corporation Commission information she received regarding the community Fire Hydrants and has given to Board Member Whiteman; and, asked how Ambulances were cleaned after treating or transporting patients.

8. Financial Reports

A Review, discuss, and possibly approve the financials for April 2016.

Lillian Reed presented the financial report for April 2016. (See April 2016 Financial Report attached.) Following discussion, Chairperson Fino moved to approve the financial report for April 2016 as presented. Board Member Whiteman seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Member Tom Whiteman, Board Member Jessica Jones, and Board Member Jason Simmons

Opposed – none

Motion carried

9. Fire Chief's Report

The Fire Chief's Report was presented by Fire Chief Josh Steinberg. (See the attached Fire Chief's Report.)

10. Old Business

- A.** Review, discuss and possibly approve State Forestry Intergovernmental Agreement. Following discussion, Chairperson Fino moved to approve the State Forestry Intergovernmental Agreement. Board Member Whiteman seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Member Tom Whiteman, Board Member Jessica Jones, and Board Member Jason Simmons

Opposed – none

Motion carried

11. New Business

- A.** Review, discuss and possibly approve Tentative Budget for FYE 2017. Following discussion Chairperson Fino moved to approve the Tentative Budget for FYE 2017. Board Member Whiteman seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Member Tom Whiteman, Board Member Jessica Jones, and Board Member Jason Simmons

Opposed – none

Motion carried

- B.** Review, discuss and set date for Public Hearing regarding Budget for FYE 2017. Following discussion, Chairperson Fino moved to set the date for Public Hearing regarding the Budget for FYE 2017 for June 23, 2016, at 6 pm, at 105 Tracy Rd. Board Member Whiteman seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Member Tom Whiteman, Board Member Jessica Jones, and Board Member Jason Simmons

Opposed – none

Motion carried

- C.** Review, discuss and possibly approve accounting procedure for donation. Following discussion, Chairperson Fino moved to table this subject, until the June

Sunsites-Pearce Fire District
Regular Meeting
May 31, 2016

28, 2016, Regular Meeting, and reword the agenda item to include all donations.
Board Member Jones seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Member Tom Whiteman, Board
Member Jessica Jones, and Board Member Jason Simmons

Opposed – none

Motion carried

D. Review, discuss and possibly take action to approve submission of the following
Grants:

- i. Tohono O’odham
- ii. Firehouse Subs
- iii. USDA
- iv. Cox
- v. Fiesta Bowl Charities

Following discussion, Chairperson Fino moved to approve the submission of the
Tohono O’odham, Firehouse Subs, USDA, Cox and Fiesta Bowl Charities Grants.
Chairperson Fino amended his motion to approve the submission of the (i)
Tohono O’odham Grant for \$190,000, 100% with no matching funds; (ii)
Firehouse Subs Grant for \$18,000, 100% with no matching funds; (iii) USDA Grant
for \$50,000, a 75% grant with 25% matching funds; (iv) Cox Grant for \$5,000,
100% with no matching funds; and, (v) Fiesta Bowl Charities Grand for \$25,000,
100% with no matching funds. Board Member Whiteman seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Member Tom Whiteman, Board
Member Jessica Jones, and Board Member Jason Simmons

Motion carried

E. Review, discuss and possibly approve contracting with new EMS Billing Agency.
Following discussion, Chairperson Fino moved to approve the Agreement with
Action Ambulance Billing, LLC. Board Member Whiteman seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Member Tom Whiteman, Board
Member Jessica Jones, and Board Member Jason Simmons

Motion carried.

Sunsites-Pearce Fire District
Regular Meeting
May 31, 2016

12. Requests from board members for future agenda items. Board Member Jones requested an agenda item of, "Review, discuss and possibly take action regarding the Fire Chief Steinberg's timecard and hours."

13. Adjournment.

Chairperson Fino moved to adjourn the meeting at 7:32 p.m. Board Member Whiteman seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Member Tom Whiteman, Board Member Jessica Jones, and Board Member Jason Simmons

Opposed – none

Motion carried

Respectfully submitted,
Lillian Reed