



# 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

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Sunsites-Pearce Fire District  
Regular Meeting  
July 26, 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 Tom Whiteman, Board Member Jessica Jones, and Board Member Jason Simmons 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, Chairperson Fino 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 Jason Simmons, Board Member Jessica Jones  
Opposed – none  
Motion carried
6. **Approval of Minutes**

Approval of Minutes of June 30, 2016, Special Meeting. Following review and discussion, Chairperson Fino moved to approve the Minutes of June 30, 2016, Special Meeting, as presented. Board Member Jones seconded the motion.

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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 Board Bylaws asking that they be published on the Website. Referring to the Board Bylaws, Mrs. Lance commented on the term of service for members appointed to the positions of Chairperson and Clerk. Mrs. Lance asked for a way to inform residents of the area to be informed of our EMS transportation fees and billing procedures, in addition to posting on the website. Mrs. Lance commented that AFDA training schedules were not announced at Board Meetings. Mrs. Lance commented on the Chief's contract and the scheduled time for review. Mrs. Lance commented on the proceedings of the Board Meetings. Mrs. Lance commented on rates reflected on Ambulance invoices given to her by two different people.

**8. Financial Reports**

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

Lillian Reed presented the financial report for June 2016. (See June 2016 Financial Report attached.) Following discussion, Chairperson Fino moved to approve the financial report for June 2016 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

**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 take action regarding donations received in June 2016. Following discussion, Chairperson Fino moved that the June donations remain in the accounts to which they were deposited. Board Member Whiteman seconded the motion.

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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 submitted bids for Auditor for SPFD 2015-2016 financials; and possibly take action regarding the Auditor bids. Following discussion, Chairperson Fino moved to name Monika Patience, CPA, MST as successful bidder to audit Sunsites Pearce Fire District 2015-2016 financials. Following further discussion, Chairperson Fino amended his motion and moved to name Monika Patience, CPA, MST as successful bidder to audit Sunsites Pearce Fire District 2015-2016 financials for a fee of \$11,600. 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 take action to declare items on Surplus List 17-01 as surplus. Following discussion, Chairperson Fino moved to declare all items on Surplus List 17-01 as surplus. 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 possibly take action to direct the Fire Chief to proceed with the sale of items on Surplus List 17-01. Following discussion, Board Member Whiteman moved to direct the Fire Chief to proceed with selling items on Surplus List 17-01. 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

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Motion carried

- C. Review and discuss unused funds budgeted in FYE 2016 for the Arizona Fire Districts Association Summer Conference. Board members discussed funds budgeted for training, to include attendance to Arizona Fire Districts Association Conferences.

**12. Requests from board members for future agenda items.** Board Member Whiteman requested an agenda item to discuss publishing the EMS fees.

**13. Adjournment.**

Chairperson Fino moved to adjourn the meeting at 7:13 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