



SUNSTITES-PEARCE FIRE DISTRICT

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

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Sunsites-Pearce Fire District
Regular Meeting
December 27, 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, and Board Member Albert Koester were present. Chairperson Fino acknowledged that a quorum was met.
 - B. **Board Members Absent** – Board Member Jason Simmons 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** – Fire Chief Steinberg introduced Mr. Keith Brock, who has submitted a letter of interest for a position on the board.
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 Albert Koester
Opposed – none
Motion carried
6. **Approval of Minutes**

Approval of Minutes of November 29, 2016, Regular Meeting and December 1, 2016, Special Meeting. Following review and discussion, Board Member Whiteman moved to approve both the Minutes of November 29, 2016, Regular Meeting and December 1, 2016, Special Meeting, as presented. Board Member Koester seconded the motion.

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Vote:

In favor - Chairperson Robert Fino, Board Member Tom Whiteman, Board Member Albert Koester

Opposed – none

Motion carried

7. Call to Public – There were no public members requesting to speak

8. Financial Reports

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

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

Vote:

In favor - Chairperson Robert Fino, Board Member Tom Whiteman, Board Member Albert Koester

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 act regarding donations received in November 2016.

Following review and discussion, Board Member Whiteman moved to keep the November donation in the M&O account. Board Member Koester seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Member Tom Whiteman, Board Member Albert Koester

Opposed – none

Motion carried

11. New Business

A. Review, discuss Letters of Interest, and possible action regarding vacant board position. Two letters of interest were received, one from Ms. Ellen Clugston and one from Mr. Keith Brock. Following discussion, Chairperson Fino moved to

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nominate Mr. Keith Brock to fill the vacant board position. Board Member Koester seconded the motion.

Vote:

In favor - Chairperson Robert Fino and Board Member Albert Koester

Opposed – Board Member Tom Whiteman

Motion carried

- B. Review, discuss and possibly take action regarding Board Member Simmons. Following review and discussion of the resignation letter from Mr. Simmons dated December 27, 2016, Board Member Koester moved accept Mr. Simmons' resignation. Board Member Whiteman seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Member Tom Whiteman, Board Member Albert Koester

Opposed – none

Motion carried

Chairperson Fino thanked Mr. Simmons, Ms. Jessica Jones, and Mr. Brian Allen for their service on the Board.

- C. Review, discuss and possibly act to publish "Request for Letters of Interest" to fill one position on the board. Following discussion, Chairperson Fino moved to publish for 30 days, a Request for Letters of Interest to fill one board position vacated by Mr. Simmons. Board Member Koester seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Member Tom Whiteman, Board Member Albert Koester

Opposed – none

Motion carried

- 12. Executive Session** – Vote to go into Executive Session pursuant to ARS 39-431.03(A)(3) for legal advice. Board Member Whiteman moved to go into Executive Session pursuant to ARS 39-431.03(A)(3) for legal advice. Following discussion, Board Member Whiteman amended his motion to go into Executive Session pursuant to ARS 39-431.03(A)(3) for legal advice regarding the letter received from the Attorney General's office. Board Member Koester seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Member Tom Whiteman, Board Member Albert Koester

Opposed – none

Motion carried

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Chairperson Fino recessed the Public Meeting at 7:02 pm and instructed that the room be cleared for the Executive Session. The room was cleared of all public persons at 7:18 p.m. and Executive Session was begun.

13. Resume Public Meeting and Call to Order – Public was invited to return to meeting room and Chairperson Fino resumed the Public Meeting calling the meeting to order at 7:19 p.m. Chairperson Fino announced that Legal Counsel had advised that we not meet in Executive Session at this time, and Executive Session was closed.

14. Requests from board members for future agenda items. Board Member Koester requested: 1) review and consideration of Letters of Interest to fill one board position, and 2) Executive Session to receive legal advice regarding Letter from Attorney General's Office.

15. Adjournment.

Chairperson Fino moved to adjourn the meeting at 7:22 p.m. Board Member Whiteman seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Member Tom Whiteman, Board Member Albert Koester

Opposed – none

Motion carried

Respectfully submitted,
Lillian Reed