



SUNSITES-PEARCE FIRE DISTRICT

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

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Sunsites-Pearce Fire District
Regular Meeting
April 25, 2017

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 Albert Koester, Board Member Keith Brock, and Board Member Camme Carlson-Watkins were present. Chairperson Fino acknowledged that a quorum was met.
 - B. **Board Members Absent** – No board members were 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** – There were no guests present
5. **Consent Agenda**
 - A. **Approval of Warrant Reports;**
 - B. **Approval of Expense Reports; and**
 - C. **Approval of Minutes for March 28, 2017 Regular Meeting.**

Following discussion, Chairperson Fino moved to approve the consent agenda which is comprised of the Warrant Report, Expense Report, and Minutes of March 28, 2017, Regular Meeting. Board Member Carlson-Watkins seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Member Tom Whiteman, Board Member Albert Koester, Board Member Keith Brock, Board Member Camme Carlson-Watkins

Opposed – none

Motion carried
6. **Call to Public** – There were no public members requesting to speak

7. Financial Report

A Review, discuss, and possibly approve the corrected financials for February 2017.

Following discussion, Board Member Whiteman moved to approve the corrected financial report for February 2017. Chairperson Fino seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Member Tom Whiteman, Board Member Albert Koester, Board Member Keith Brock, Board Member Camme Carlson-Watkins

Opposed – none

Motion carried

B Review, discuss, and possibly approve the financials for March 2017.

Following discussion, Chairperson Fino moved to approve the financial report for March 2017. Board Member Whiteman seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Member Tom Whiteman, Board Member Albert Koester, Board Member Keith Brock, Board Member Camme Carlson-Watkins

Opposed – none

Motion carried

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

9. Executive Session (possible)

A. Possible vote to go into Executive Session pursuant to ARS 38-431.03(A)(3) for Legal advice and instructions to legal counsel pursuant to ARS 38-431.03(A)(4) re: status of Open Meeting Law complaints; correspondence from Noridian re: Medicare privileges; Chief's employment issues.

B. Possible vote to go into Executive Session pursuant to ARS 38-431.03(A)(1) – personnel matters re: Chief's performance review; employment issues.

Chairperson Fino moved to go into Executive Session pursuant to ARS 38-431.03(A)(3) for Legal advice and instructions to legal counsel pursuant to ARS 38-431.03(A)(4) re: status of Open Meeting Law complaints; correspondence from Noridian re: Medicare privileges; Chief's employment issues; and pursuant to ARS 38-431.03(A)(1) – personnel matters re: Chief's performance review; employment issues. Board Member Whiteman seconded the motion.

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Board Member Koester declared a conflict of interest as he is a member of Fire Chief Steinberg's family. Board Member Koester excused himself and left the meeting room.

Vote:

In favor - Chairperson Robert Fino, Board Member Tom Whiteman, Board Member Keith Brock, Board Member Camme Carlson-Watkins

Opposed – none

Motion carried

At 6:34 pm, Public members left the room and Executive Session was begun

Public members were invited back into the meeting room. Chair Person Fino called the Public Meeting to order at 7:43 pm

10. Old Business

- A. Review, discuss and possible action regarding Donations received in March 2017. Following discussion, Board Member Whiteman moved to keep the \$1,020 donations received in March 2017 in the M&O account. Board Member Carlson-Watkins seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Member Tom Whiteman, Board Member Albert Koester, Board Member Keith Brock, Board Member Camme Carlson-Watkins

Opposed – none

Motion carried

- B. Review, discuss and possible action regarding status of Open Meeting law complaints. Following discussion, Chairperson Fino moved to table this item until the next meeting, to give Fire Chief Steinberg time to contact the attorney for status report. Board Member Brock seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Member Tom Whiteman, Board Member Albert Koester, Board Member Keith Brock, Board Member Camme Carlson-Watkins

Opposed – none

Motion carried

11. New Business

- A. Review, discuss and possible action regarding Surplus Equipment. Following discussion, Chairperson Fino moved to table this item until Fire Chief Steinberg

prepares an updated list of Surplus Equipment for presentation to the Board.
Board Member Whiteman seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Member Tom Whiteman, Board Member Albert Koester, Board Member Keith Brock, Board Member Camme Carlson-Watkins

Opposed – none

Motion carried

B. Review, discuss and possible action regarding Software for EMS and Fire.

Following discussion, Board Member Whiteman moved to approve the contract with Emergency Reporting for the software enabling EMS and Fire reporting, first year total cost of \$2,667 and second year total cost of \$1,668. Board Member Carlson-Watkins seconded the motion

Vote:

In favor - Chairperson Robert Fino, Board Member Tom Whiteman, Board Member Albert Koester, Board Member Keith Brock, Board Member Camme Carlson-Watkins

Opposed – none

Motion carried

C. Review, discuss the burn area on Windsong. Fire Chief Steinberg reported on the status of the burn area and public dumping in the area.

D. Discuss and possible action regarding correspondence from Noridian regarding Medicare privileges. Chairperson Fino moved to approve “Option 2” which was provided by the District’s attorney, containing a draft letter to Center for Medicare and Medicaid Services and draft Resolution, which will be corrected to assign Lillian Reed all duties with regard to Medicare matters for the district. Board Member Whiteman seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Member Tom Whiteman, Board Member Keith Brock, Board Member Camme Carlson-Watkins

Abstained: Board Member Albert Koester

Opposed – none

Motion carried

E. Discuss and possible action regarding Fire Chief’s performance and employment. Chairperson Fino moved to immediately conduct a performance

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evaluation for the Fire Chief and include the evaluations with the letter to Center for Medicare and Medicaid Services. Board Member Whiteman seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Member Tom Whiteman, Board Member Keith Brock, Board Member Camme Carlson-Watkins

Abstained: Board Member Albert Koester

Opposed – none

Motion carried

12. Requests from board members for future agenda items.

- A. Board Member Whiteman requested an agenda item to discuss an increase in pay to Ms. Reed to compensate for the increase of responsibility.
- B. Board members are to set dates for two Budget Work sessions in May 2017.

13. Adjournment.

Chairperson Fino moved to adjourn the meeting at 8:20 p.m. Board Member Brock seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Member Tom Whiteman, Board Member Albert Koester, Board Member Keith Brock, Board Member Camme Carlson-Watkins

Opposed – none

Motion carried

Respectfully submitted,
Lillian Reed