



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

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Sunsites-Pearce Fire District
Special Meeting
December 27, 2018

1. **Call to Order** - The meeting was called to order at 6:03 p.m. by Chairperson Thomas Whiteman.
2. **Roll Call**
 - A. **Attendance and Confirmation of Quorum** - Chairperson Tom Whiteman, Board Clerk Lillian Reed, Board Member Camme Carlson-Watkins, Board Member Albert Koester and Board Member Ralph Score (by Telephone) were present. Chairperson Whiteman acknowledged that a quorum was met.
 - B. **Board Members Absent** – No Board Member 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** – Chief Steinberg recognized the on-duty staff in attendance.
5. **Consent Agenda**
 - A. **Approval of Warrant Reports;**
 - B. **Approval of Expense Reports;**
 - C. **Approval of Minutes for November 27, 2018 Regular Meeting and the December 6, 2018 Special Meeting.**

Following discussion, Board Member Score moved to approve the consent agenda which is comprised of the Warrant Report, Expense Report, and Minutes of the November 27, 2018 Regular Meeting and the December 6, 2018 Special Meeting. Board Clerk Reed seconded the motion.

Vote:
In favor – Chairperson Thomas Whiteman, Board Clerk Lillian Reed, Board Member Camme Carlson-Watkins, Board Member Ralph Score and Board Member Albert Koester.
Opposed – none
Motion carried
6. **Call to Public** – There were no public members requesting to speak.

Sunsites-Pearce Fire District
Special Meeting
December 27, 2018

7. Financial Report

A Review, discuss, and possibly approve the financials for November 2018.

Following discussion, Board Clerk Reed moved to approve the financial report for November 2018, Board Member Carlson-Watkins seconded the motion.

Vote:

In favor - Chairperson Thomas Whiteman, Board Clerk Lillian Reed, Board Member Camme Carlson-Watkins, Board Member Ralph Score and Board Member Albert Koester.

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. Old Business –

A. Review, discuss and possible action regarding the Audit findings. Following discussion there was no action to take.

B. Review, discuss and possible action regarding the use of Social Media as a communications possibility with the public. Following discussion, Board Member Koester moved to table the item until next month when the policy can be finalized. Board Member Carlson-Watkins seconded the motion.

Vote:

In favor - Chairperson Thomas Whiteman, Board Clerk Lillian Reed, Board Member Camme Carlson-Watkins, Board Member Ralph Score and Board Member Albert Koester.

Opposed – none

Motion carried

10. New Business

A. Review, discuss and possible action regarding a possible partnership with "Healthy Communities". Following discussion, Board Member Carlson-Watkins moved to table the item until she can gather more information. Board Member Koester seconded the motion.

Vote:

In favor - Chairperson Thomas Whiteman, Board Clerk Lillian Reed, Board Member Camme Carlson-Watkins, Board Member Ralph Score and Board Member Albert Koester.

Opposed – none

Motion carried

B. Review, discuss and possible action regarding accepting the donations of \$3000 to be used for training at the National Interagency Prescribed Fire Training Center.

Following discussion, Board Member Score moved to accept the donations of \$3000 to be used for the Prescribed Fire Training. Board Member Carlson-Watkins seconded the motion.

Vote:

In favor - Chairperson Thomas Whiteman, Board Clerk Lillian Reed, Board Member Camme Carlson-Watkins, Board Member Ralph Score and Board Member Albert Koester.

Opposed – none

Motion carried

Sunsites-Pearce Fire District
Special Meeting
December 27, 2018

- C. Review, discuss and possible action regarding setting a date for an Audit Work Session.** Following discussion, Board Member Carlson-Watkins moved to schedule an Audit Work Session for Thursday, January 24, 2019 at 6 p.m. Board Clerk Reed seconded the motion.

Vote:

In favor - Chairperson Thomas Whiteman, Board Clerk Lillian Reed, Board Member Camme Carlson-Watkins, Board Member Ralph Score and Board Member Albert Koester.

Opposed – none

Motion carried

- D. Review, discuss and possible action regarding entering into an agreement with SunState to change the server and phone service/maintenance.** Following discussion, Board Member Carlson-Watkins moved to accept and enter into the agreement with SunState for \$697 a month and with a \$1000, one-time setup fee. Board Member Score seconded the motion.

Vote:

In favor - Chairperson Thomas Whiteman, Board Clerk Lillian Reed, Board Member Camme Carlson-Watkins, Board Member Ralph Score and Board Member Albert Koester.

Opposed – none

Motion carried

11. Requests from board members for future agenda items.

- A. Board Member Camme Carlson-Watkins would like an agenda item to discuss a possible Fireman's Banquet.
- B. Board Member Koester would like an agenda item to review the AFDA Conference.
- C. Board Member Koester would like an agenda item for all tabled items from tonight.

12. Adjournment.

Board Member Carlson-Watkins moved to adjourn the meeting at 7:10 p.m. Board Member Koester seconded the motion.

Vote:

In favor - Chairperson Thomas Whiteman, Board Clerk Lillian Reed, Board Member Camme Carlson-Watkins, Board Member Ralph Score and Board Member Albert Koester.

Opposed – none

Motion carried

Respectfully submitted,
Diane Allen