



# SUNSTITES-PEARCE FIRE DISTRICT

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

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Sunsites-Pearce Fire District  
Special Meeting  
December 6, 2018

1. **Call to Order** - The meeting was called to order at 6:06 p.m. by Board Clerk Thomas Whiteman.
2. **Roll Call**
  - A. **Attendance and Confirmation of Quorum** – Appointed Incumbent Board Clerk Thomas Whiteman, Appointed Incumbent Board Member Camme Carlson-Watkins, Newly Appointed Board Member Lillian Reed, and Board Member Albert Koester were present. Board Clerk Whiteman acknowledged that a quorum was met.
  - B. **Board Members Absent** – Board Member Ralph Score arrived at 6:07 p.m.
  - C. **Declarations of Conflicts of Interest** - No Board Member declared a conflict of interest.
3. **The Pledge of Allegiance** – Chief Steinberg led the attendees in the Pledge of Allegiance.
4. **New Business**
  - A. **Installation of new board members** – Chief Steinberg acknowledged that all 3 appointed members have completed their Oath of Office and Certificate of Compliance paperwork. Board Member Koester administered the Oath of Office to the 3 appointed members
  - B. **Election of Officers** -  
  
**Position of Board Chair** - Board Member Koester nominated Board Clerk Thomas Whiteman to be Chairperson. Board Clerk Whiteman accepted the nomination and Board Member Reed seconded the nomination.  
  
**Position of Board Clerk** - Board Chair Whiteman nominated Board Member Lillian Reed to be Clerk. Board Member Reed accepted the nomination and Board Member Score seconded the nomination.

**C. Sign Signature Cards M&O and Payroll accounts.** All board members signed the appropriate documents.

**D. Review, discuss and possible action regarding Board and Staff attending the AFDA Conference, January 17 – 19, 2019 in Laughlin NV and approve the expenditures associated with attending.** Following discussion, Board Clerk Reed moved to approve the expenditures for 5 Board Members and 2 staff to attend the AFDA Conference in January. Board Member Score seconded the motion.

Vote:

In favor – Board Chair Tom Whiteman, Board Clerk Lillian Reed, Board Member Albert Koester, Board Member Camme Carlson-Watkins, Board Member Ralph Score

Opposed – none

Motion carried

**E. Review, discuss and possible action to approve the submission of the Volunteer Fire Assistance (VFA) Grant.** Following discussion, Board Member Score moved to approve the submission of the VFA Grant for \$20,000, using \$10,000 from our Grant Matching Funds. Board Member Carlson-Watkins seconded the motion.

Vote:

In favor – Board Chair Tom Whiteman, Board Clerk Lillian Reed, Board Member Albert Koester, Board Member Camme Carlson-Watkins, Board Member Ralph Score

Opposed – none

Motion carried

**F. Review, discuss and possible action to approve the submission of the Firehouse Subs Grant.** Following discussion, Board Clerk Reed moved to approve the submission of the Firehouse Subs Grant for \$4000 to purchase air quality monitors. Board Member Carlson-Watkins seconded the motion.

Vote:

In favor – Board Chair Tom Whiteman, Board Clerk Lillian Reed, Board Member Albert Koester, Board Member Camme Carlson-Watkins, Board Member Ralph Score

Opposed – none

Motion carried

- G. Review, discuss and possible action to accept the Legacy Foundation Grant of \$60,000 for Farm Rescue Equipment.** Following discussion Board Member Score moved to accept the \$60,000 Grant for the Legacy Foundation to purchase Farm Rescue Equipment. Board Member Carlson-Watkins seconded the motion.

Vote:

In favor – Board Chair Tom Whiteman, Board Clerk Lillian Reed, Board Member Albert Koester, Board Member Camme Carlson-Watkins, Board Member Ralph Score

Opposed – none

Motion carried

- H. Review, discuss and possible action regarding Audit issues brought forth to Former Board Chair Robert Fino.** Following discussion, Board Clerk Reed moved to table the issue until the Chief and Admin Secretary can meet with the Auditors to discuss the issues. Board Clerk Reed also suggested a Board Member be present during the meeting. Board Chair Whiteman seconded the motion.

Vote:

In favor – Board Chair Tom Whiteman, Board Clerk Lillian Reed, Board Member Albert Koester, Board Member Camme Carlson-Watkins, Board Member Ralph Score

Opposed – none

Motion carried

**5. Requests from board members for future agenda items.**

- A.** Board Member Carlson-Watkins would like the Audit findings on the next agenda.

**6. Adjournment.**

Board Member Score moved to adjourn the meeting at 6:50 p.m. Board Member Carlson-Watkins seconded the motion.

Vote:

In favor – Board Chair Tom Whiteman, Board Clerk Lillian Reed, Board Member Albert Koester, Board Member Camme Carlson-Watkins, Board Member Ralph Score

Opposed – none

Motion carried

Respectfully submitted,  
Diane Allen