



# 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 October 15, 2019

1. **Call to Order** - The meeting was called to order at 6:05 p.m. by Chairperson Tom Whiteman.
2. **Roll Call**
  - A. **Attendance and Confirmation of Quorum** - Chairperson Tom Whiteman, Board Clerk Lillian Reed, Board Member Albert Koester and Board Member Camme Carlson-Watkins were present. Chairperson Whiteman acknowledged that a quorum was met.
  - B. **Board Members Absent** – Board Member Ralph Score was absent.
  - C. **Declarations of Conflicts of Interest** – No Board Member declared a conflict of interest.
3. **The Pledge of Allegiance** – Chief Josh Steinberg led the attendees in the Pledge of Allegiance.
4. **Recognition of Guests** – No one present.
5. **Consent Agenda**
  - A. **Acceptance of Bank Statements;**
  - B. **Approval of Minutes – September 17, 2019 Public Hearing and Regular Meeting.**

Following discussion Board Clerk Reed moved to approve the consent agenda which is comprised of the Bank Statements and Minutes of the September 17, 2019 Public Hearing and Regular Meeting. Board Member Koester seconded the motion.

Vote:  
In favor – Chairperson Thomas Whiteman, Board Clerk Lillian Reed, Board Member Albert Koester and Board Member Camme Carlson-Watkins.  
Opposed – none  
Motion carried
6. **Call to Public** – No Public present
7. **Financial Report**
  - A **Review, discuss, and possibly approve the financials for September 2019.**

Following discussion, Board Clerk Reed moved to approve the financial report for September 2019. Board Member Carlson-Watkins seconded the motion.

Vote:  
In favor - Chairperson Thomas Whiteman, Board Clerk Lillian Reed, Board Member Albert Koester and Board Member Camme Carlson-Watkins.  
Opposed – none  
Motion carried

Sunsites-Pearce Fire District  
Regular Meeting  
October 15, 2019

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

**9. New Business**

**A. Review, discuss and possible action to return M-302R back to the State.** Following discussion, Board Member Carlson-Watkins moved to return M-302R back to the State. Board Clerk Reed seconded the motion.

Vote:

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

Opposed – none

Motion carried

**B. Review, discuss and possible action to amend the Out of District Billing Policy 311.1.** Following discussion, Board Member Carlson-Watkins moved to amend the Out of District Billing Policy 311.1. Board Member Koester seconded the motion.

Vote:

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

Opposed – none

Motion carried

**C. Review, discuss and possible action to accept the Ak Chin Grant, by entering into a Fiscal Agent/Grant Agreement amount SPFD and Cochise County and Ak-Chin Indian Community.** Following discussion, Board Member Carlson-Watkins moved to accept the Ak-Chin Grant of \$126,789.99 for new Cardiac Monitors and enter into the Fiscal Agent/Grant Agreement with Cochise County and Ak-Chin Indian Community and authorizing the Chief to sign the Agreement. Board Member Koester seconded the motion.

Vote:

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

Opposed – none

Motion carried

**D. Review, discuss and possible action regarding Board Approval for Grant submissions.** Following discussion, Board Clerk Reed moved to authorize the Chief to submit grants up to \$5000 without the Boards prior approval, but to continue seeking Board approval for the acceptance of these grants. Board Clerk Reed seconded the motion.

Vote:

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

Opposed – none

Motion carried

Sunsites-Pearce Fire District  
Regular Meeting  
October 15, 2019

- E. Review, discuss and possible action to accept the Walmart Grant.** Following discussion, Board Member Carlson-Watkins moved to accept the Walmart Grant of \$500 for PPE. Board Member Koester seconded the motion.

Vote:

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

Opposed – none

Motion carried

- F. Review, discuss and possible action to approve the addition of a Community Logistics Job Description to Policy 303.3.** Following discussion, Board Clerk Reed moved to table this item until the next meeting so the Board can read over the job description. Board Member Koester seconded the motion.

Vote:

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

Opposed – none

Motion carried

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

Board Member Camme Carlson-Watkins would like an agenda item to discuss an Interagency New Year's Eve Celebration.

- 11. Adjournment.** - Board Member Koester moved to adjourn the meeting at 7:01 p.m. Board Member Carlson-Watkins seconded the motion.

Vote:

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

Opposed – none

Motion carried

Respectfully submitted,  
Diane Allen