



# 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

PHONE: (520) 826-3645 - FAX: (520) 826-3586

---

## Sunsites-Pearce Fire District Regular Meeting November 16, 2021

1. **Call to Order** - The meeting was called to order at 6:00 p.m. by Board Chair Lillian Reed.
2. **Roll Call**
  - A. **Attendance and Confirmation of Quorum** - Board Chair Lillian Reed, Board Clerk Camme Carlson-Watkins, Board Member Laurin Richey, Board Member John Holt and Board Member Joan Carlson were present. Board Chair Reed 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** – Chief Allen Hershey led the attendees in the Pledge of Allegiance.
4. **Recognition of Guests** – Mr. Jay Parke with Walker & Armstrong attending virtually through Teams and Captain Damian Austin attending by telephone.
5. **Consent Agenda**
  - A. **Acceptance of the October Bank Statements.**
  - B. **Approval of Minutes** –
    - i. **October 19, 2021 Regular Meeting**

Following discussion, Board Member Richey moved to approve the consent agenda which is comprised of the October Bank Statements and Minutes from the October 19, 2021 Regular Meeting. Board Member Holt seconded the motion.

Vote:  
In favor – Board Chair Lillian Reed, Board Clerk Camme Carlson-Watkins, Board Member Laurin Richey, Board Member John Holt and Board Member Joan Carlson.  
Opposed – none  
Motion carried
6. **Call to Public** – None.

Sunsites-Pearce Fire District  
Regular Meeting  
November 16, 2021

**7. Financial Report**

**A Review, discuss, and possible approval of the financials for October 2021.**

Following discussion, Board Member Carlson moved to approve the financial report for October 2021. Board Member Holt seconded the motion.

Vote:

In favor – Board Chair Lillian Reed, Board Clerk Camme Carlson-Watkins, Board Member Laurin Richey, Board Member John Holt and Board Member Joan Carlson.

Opposed – none

Motion carried

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

**9. Old Business**

- A. Review and discuss fundraiser possibilities.** Not an action item, only discussion on the topic took place.

**10. New Business**

- A. FY21 Audit presentation from Mr. Jay Parke of Walker & Armstrong.** Mr. Parke presented the findings from the FY21 Audit, explaining areas of interest/concern and answered questions from the Board.

- B. Review, discuss and possible action to accept the FY21 Audit as presented.** Following discussion, Board Member Holt moved to accept the FY21 Audit as presented. Board Member Richey seconded the motion.

Vote:

In favor – Board Chair Lillian Reed, Board Clerk Camme Carlson-Watkins, Board Member Laurin Richey, Board Member John Holt and Board Member Joan Carlson.

Opposed – none

Motion carried

- C. Review, discuss and possible action to accept the AK Chin Grant.** Following discussion, Board Clerk Carlson-Watkins moved to accept the AK Chin Grant of \$198,132.00 for the purchase of a new ambulance. Board Member Carlson seconded the motion.

Vote:

In favor – Board Chair Lillian Reed, Board Clerk Camme Carlson-Watkins, Board Member Laurin Richey, Board Member John Holt and Board Member Joan Carlson.

Opposed – none

Motion carried

Sunsites-Pearce Fire District  
Regular Meeting  
November 16, 2021

**D. Review, discuss and possible action to approve the payoff of the Noridian debt.**

Following discussion, Board Member Richey moved to approve paying off the debt to Noridian in the amount of \$100,962.54. Board Member Holt seconded the motion.

Vote:

In favor – Board Chair Lillian Reed, Board Clerk Camme Carlson-Watkins, Board Member Laurin Richey, Board Member John Holt and Board Member Joan Carlson.

Opposed – none

Motion carried

**E. Review, discuss and possible action to post amended 2021/2022 Budget and schedule a Budget Hearing for December 21, 2021.** Following discussion, Board Member Carlson moved to approve posting the amended budget and have a Budget hearing on December 21, 2021. Board Member Holt seconded the motion.

Vote:

In favor – Board Chair Lillian Reed, Board Clerk Camme Carlson-Watkins, Board Member Laurin Richey, Board Member John Holt and Board Member Joan Carlson.

Opposed – none

Motion carried

**F. Review, discuss and possible action to approve the donation of surplus turnout gear to Sunnyside Fire District.** Following discussion, Board Member Richey moved to donate 4 sets of turnouts, 6 sets of Boots and 6 Helmets (p 2010) to Sunnyside Fire District, along with 3 sets of turnouts (p 2000) to be further donated to Mexico. Board Member Carlson seconded the motion.

Vote:

In favor – Board Chair Lillian Reed, Board Clerk Camme Carlson-Watkins, Board Member Laurin Richey, Board Member John Holt and Board Member Joan Carlson.

Opposed – none

Motion carried

**G. Review, discuss and possible action to approve the submission of the AFG Grant for a new Tender.** Following discussion, Board Clerk Carlson-Watkins moved to approve the submission of the FEMA funded AFG Grant for up to \$300,000 for the purchase of a new Tender. Board Member Holt seconded the motion.

Vote:

In favor – Board Chair Lillian Reed, Board Clerk Camme Carlson-Watkins, Board Member Laurin Richey, Board Member John Holt and Board Member Joan Carlson.

Opposed – none

Motion carried

Sunsites-Pearce Fire District  
Regular Meeting  
November 16, 2021

- H. Review, discuss and possible action to approve the submission of the AFG Micro Grant for Firefighting equipment.** Following discussion, Board Member Richey moved to approve the submission of the FEMA funded AFG Micro Grant for up to \$50,000 for the purchase of structure firefighting equipment. Board Member Carlson seconded the motion.

Vote:

In favor – Board Chair Lillian Reed, Board Clerk Camme Carlson-Watkins, Board Member Laurin Richey, Board Member John Holt and Board Member Joan Carlson.

Opposed – none

Motion carried

- I. Review, discuss and possible action to approve the submission of the 100 Club Grant.** Following discussion, Board Member Carlson moved to approve the submission of the 100% funded 100 Club Grant for up to \$5,000 for the purchase of 30 pairs of Firefighter gloves. Board Member Holt seconded the motion.

Vote:

In favor – Board Chair Lillian Reed, Board Clerk Camme Carlson-Watkins, Board Member Laurin Richey, Board Member John Holt and Board Member Joan Carlson.

Opposed – none

Motion carried

- J. Review, discuss and possible action regarding update on CMS and OSHA Covid 19 rules.** Following discussion there was no action to take.

- K. Review, discuss and possible action regarding a Christmas Event for the staff.**

Following discussion, Board Clerk Carlson-Watkins moved to approve a \$25 bonus for all active employees along with a Board provided \$25 gift card from Safeway. Board Member Carlson seconded the motion.

Vote:

In favor – Board Chair Lillian Reed, Board Clerk Camme Carlson-Watkins, Board Member Laurin Richey, Board Member John Holt and Board Member Joan Carlson.

Opposed – none

Motion carried

**11. Requests from board members for future agenda items. – None**

Sunsites-Pearce Fire District  
Regular Meeting  
November 16, 2021

**12. Adjournment.** - Board Member Holt moved to adjourn the meeting at 7:32 p.m. Board Member Richey seconded the motion.

Vote:

In favor – Board Chair Lillian Reed, Board Clerk Camme Carlson-Watkins, Board Member Laurin Richey, Board Member John Holt and Board Member Joan Carlson.

Opposed – none

Motion carried

Respectfully submitted,  
Diane Allen

DRAFT