



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 December 20, 2022

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 Laurin Richey, Board Member Camme Carlson-Watkins, 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** - Board Member Holt led the attendees in the Pledge of Allegiance.
4. **Recognition of Guests** - On duty staff was present.
5. **Installation of Appointed Board Members** - Lillian Reed, Laurin Richey and Camme Carlson-Watkins each recited the Oath of Office and had their signatures notarized.
6. **Election of Officers**
 - A. **Board Chair** - Board Member Reed nominated Board Member Richey for the Board Chair position, Board Member Carlson-Watkins seconded the nomination. Board Member Richey accepted the nomination.

Vote:
In favor - Board Member Lillian Reed, Board Chair Laurin Richey, Board Member Camme Carlson-Watkins, Board Member Joan Carlson and Board Member John Holt.
Opposed - none
Motion carried
 - B. **Board Clerk** - Board Member Carlson-Watkins nominated Board Member Reed for the Board Clerk position, Board Chair Richey seconded the nomination. Board Member Reed accepted the nomination.

Vote:
In favor - Board Chair Laurin Richey, Board Clerk Lillian Reed, Board Member Camme Carlson-Watkins, Board Member Joan Carlson and Board Member John Holt.
Opposed - none
Motion carried

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7. Consent Agenda

A. Acceptance of the November Bank Statements.

B. Approval of Minutes –

i. November 15, 2022 Regular Meeting

Following discussion, Board Member Carlson-Watkins moved to approve the consent agenda which is comprised of the November Bank Statements and Minutes from the November 15, 2022 Regular Meeting. Board Member Carlson seconded the motion.

Vote:

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

Opposed – none

Motion carried

8. Call to Public – None

9. Financial Report

A Review, discuss, and possible approval of the financials for November 2022.

Following discussion, Board Member Holt moved to approve the financial report for November 2022. Board Member Carlson-Watkins seconded the motion.

Vote:

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

Opposed – none

Motion carried

10. Fire Chief's Report – The Fire Chief's Report was presented by Admin Secretary Allen as Deputy Chief Damian Austin was not available to present the report.

11. Old Business

A. Review, discuss and possible action to approve amendments made to the following policies.

i. 303.3 – Job Descriptions

Following discussion, Board Clerk Reed moved to table the item until review the policies have been completed. Board Member Holt seconded the motion.

Vote:

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

Opposed – none

Motion carried

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- B. Review, discuss and possible action regarding Sunsites station roof repairs.** Following discussion, Board Clerk Reed moved to table the item until more quotes are obtained. Board Member Carlson seconded the motion.

Vote:

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

Opposed – none

Motion carried

12. New Business

- A. Review, discuss and possible action to approve the revised repair costs for M301 –** Following discussion, Board Member Carlson-Watkins moved to approve the revised cost of \$8187.83 for the repairs to M301. Board Member Holt seconded the motion.

Vote:

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

Opposed – none

Motion carried

- B. Review, discuss and possible action to declare M301 surplus and direct the Deputy Chief on the handling of the sale.** Following discussion, Board Member Holt moved to declare M301 as surplus and place it on Public Surplus website. Board Clerk Reed seconded the motion.

Vote:

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

Opposed – none

Motion carried

- C. Review, discuss and possible action regarding the new pay scale implementation.** Following discussion, Board Clerk Reed moved to approve the implementation of the new pay scale presented. Board Member Carlson seconded the motion.

Vote:

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

Opposed – none

Motion carried

- D. Review, discuss and possible action regarding Christmas for the staff.** Following discussion, no action was taken.

13. Requests from board members for future agenda items.

- A. Tabled items from tonight.**

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14. Adjournment. - Board Member Holt moved to adjourn the meeting at 6:30 p.m. Board Member Carlson seconded the motion.

Vote:

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

Opposed – none

Motion carried

Respectfully submitted,
Diane Allen

DRAFT