



SUNSTITES-PEARCE FIRE DISTRICT

SERVING RESIDENTS OF THE SUNSITES-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
December 16, 2025

1. **Call to Order** - The meeting was called to order at 6:00 p.m. by Board Chair Laurin Richey.
2. **Roll Call**
 - A. **Attendance and Confirmation of Quorum** - Board Chair Laurin Richey, Board Clerk Lillian Reed, Board Member Camme Carlson-Watkins, Board Member Nancy Tucker and Board Member Charlie Reed were present. Board Chair Richey 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 Garner led the attendees in the Pledge of Allegiance.
4. **Recognition of Guests** – Staff Members E. Friedenbergl and T. Tingle
5. **Election of officers**
 - A. **Board Chair**
 - B. **Board Clerk**Following discussion, Board Clerk Reed moved to leave the seats as they are for another year, L. Richey as Board Chair and L. Reed as Board Clerk. Board Member C. Reed seconded the motion.

Vote:
In favor – Board Chair Laurin Richey, Board Clerk Lillian Reed, Board Member Camme Carlson-Watkins, Board Member Nancy Tucker and Board Member Charlie Reed.
Opposed – none
Motion carried

Both Members accepted the positions.

6. Consent Agenda

A. Acceptance of the November Bank Statements.

B. Approval of Minutes –

- i. November 7, 2025 Special Meeting**
- ii. November 18, 2025 Regular Meeting**
- iii. November 24, 2025 Special Meeting**

Following discussion, Board Member C. Reed moved to approve the consent agenda which is comprised of the November Bank Statements and Minutes from the November 7th and 24th Special Meetings and November 18, 2025 Regular Meeting. Board Clerk L. Reed seconded the motion.

Vote:

In favor – Board Chair Laurin Richey, Board Clerk Lillian Reed, Board Member Camme Carlson-Watkins and Board Member Charlie Reed

Board Member Nancy Tucker abstained from the November 7th minutes approval

Opposed – none

Motion carried

7. Call to Public – None

8. Financial Report

A Review, discuss, and possible approval of the financials for November 2025.

Following discussion, Board Member Tucker moved to approve the financial report for November 2025. Board Clerk Reed seconded the motion.

Vote:

In favor – Board Chair Laurin Richey, Board Clerk Lillian Reed, Board Member Camme Carlson-Watkins, Board Member Nancy Tucker and Board Member Charlie Reed.

Opposed – none

Motion carried

9. Fire Chief's Report – The Fire Chief's Report was presented by Chief Levi Garner.

10. Possible Executive Session: for Discussion and Consideration of personnel matters pursuant to ARS 38-431.03(A)(1). Following discussion it was determined there was not a need to enter into an Executive Session at this time.

11. New Business –

- A. Review, discuss and possible action to remove John Holt as check signer and add Charlie Reed as signer for M&O and Payroll accounts.** Following discussion, Board Member Tucker moved to remove John Holt as a signer and add Board Member Charlie Reed as a signer on the M&O and Payroll accounts. Board Clerk Reed seconded the motion.

Vote:

In favor – Board Chair Laurin Richey, Board Clerk Lillian Reed, Board Member Camme Carlson-Watkins, Board Member Nancy Tucker and Board Member Charlie Reed.

Opposed – none

Motion carried

- B. Review, discuss and possible action to reassign board members to the Policy Ad Hoc Committee.** Following discussion, Board Clerk Reed moved to assign Board Member C. Reed to the Policy Ad Hoc Committee, removing herself. 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 Nancy Tucker and Board Member Charlie Reed.

Opposed – none

Motion carried

- C. Review, discuss and possible action regarding sending the new board member to AFDA training in January.** Following discussion, Board Member Carlson-Watkins moved to approve sending Board Members C. Reed and N. Tucker to AFDA training in Laughlin in January. Board Clerk Reed seconded the motion.

Vote:

In favor – Board Chair Laurin Richey, Board Clerk Lillian Reed, Board Member Camme Carlson-Watkins, Board Member Nancy Tucker and Board Member Charlie Reed.

Opposed – none

Motion carried

- D. Review, discuss and possible action to approve the revision of policy #303.3 – Fire Chief and Assistant Chief duties.** Following discussion, Board Clerk Reed moved to approve the revisions and numbering of policy 303.3 for the Fire Chief (303.0.1) and Deputy Chief (303.3.2). Board Member C. Reed seconded the motion.

Vote:

In favor – Board Chair Laurin Richey, Board Clerk Lillian Reed, Board Member Camme Carlson-Watkins, Board Member Nancy Tucker and Board Member Charlie Reed.

Opposed – none

Sunsites-Pearce Fire District
Regular Meeting
December 16, 2025

Motion carried

- E. Review, discuss and possible action to accept the Legacy Foundation Innovative Grant.** Following discussion, Board Member Tucker moved to accept the 100% funded Legacy Foundation Innovative Grant of \$7,265. Board Member C. Reed seconded the motion.

Vote:

In favor – Board Chair Laurin Richey, Board Clerk Lillian Reed, Board Member Nancy Tucker and Board Member Charlie Reed.

Opposed – none

Motion carried

12. Requests from board members for future agenda items. –

- A.** Board Clerk Reed would like an update regarding the need for Articles/By-laws.
B. Board Clerk Reed would like a report from Board Members who attended AFDA conference.

13. Adjournment. - Board Clerk Reed moved to adjourn the meeting at 6:43 p.m. Board Member Carlson-Watkins seconded the motion.

Vote:

In favor – Board Chair Laurin Richey, Board Clerk Lillian Reed, Board Member Nancy Tucker and Board Member Charlie Reed.

Opposed – none

Motion carried

Respectfully submitted,
Diane Allen