

# Board Agenda May 15, 2025

## Pine-Strawberry Fire District

### NOTICE OF PUBLIC MEETING REGULAR BOARD MEETING AGENDA

Pursuant to A.R.S. 38-431.02 notice is hereby given to the members of the Pine-Strawberry Fire District Board of Directors and to the public that the Board will hold a public meeting on **Thursday, May 15, 2025, beginning at 2:00 PM at the Pine-Strawberry Fire District Fire Station 41 conference room,** located at 6198 Hardscrabble Mesa Rd. in Pine, Arizona. Access to the meeting room will be available 15 minutes prior to the meeting.

<https://zoom.us/j/97956378732?pwd=Qq5MBp2APo1V5LEmjoFlosq56Q07ap.1>

The Board may vote to go into executive session on any agenda item, pursuant to A.R.S. § 38-431.03 (A)(3) for legal advice with the District's attorney on matters as set forth in the agenda item. The following topics and any variables thereto will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action. **The Board reserves the right to address any item in any order they wish.**

#### CALL TO ORDER

##### 1) PLEDGE OF ALLEGIANCE

##### 2) ROLL CALL OF BOARD MEMBERS

##### 3) PRESENTATIONS - Pinning Ceremony - Engineer John Lewin

##### 4) CORRESPONDENCE

5) **CALL TO THE PUBLIC** - Those wishing to address the Pine-Strawberry Fire District Board need not request permission in advance. The Fire District Board is **not** permitted to discuss or take action on any item raised in the Call to the Public, unless the item is specifically noticed for discussion and legal action. However, individual Board members may be permitted to respond to criticism directed at them. Otherwise, the Board may direct that staff review the matter or that the matter be placed on a future agenda. The Fire District Board **cannot** discuss or take legal action on any issue raised during the Call to the Public due to restrictions of the Open Meeting Law. Speakers responding to the Call to the Public are restricted to 3 minutes of speaking time each.

##### 6) APPROVAL OF PREVIOUS MINUTES

- a) April 17, 2025, Regular Board Meeting Minutes
- b) May 1, 2025, Special Board Meeting Minutes

**7) FINANCIAL REPORT**

- a) Approve the April 2025 Financial Report

**8) FIRE CHIEF'S REPORT – Discussion/possible action or direction on the following items:**

- a) Significant emergency incidents
- b) Other non-emergency Fire District activity
- c) Progress report on Fire Board directed Fire District business activities or projects
- d) Report on emergency call volume for previous month
- e) Report on vehicle maintenance from previous month
- f) Report on training activities for the previous month
- g) Specific program updates or demonstrations

**9) OTHER FIRE DISTRICT RELATED REPORTS**

*(Items to be presented, considered, reviewed, discussed only.)*

- a) District's Board Chairman Report & Discussion
- b) Public Safety Personnel Retirement Board Report
- c) Firefighter's Association Report
- d) Labor Organization Report

**10) OLD BUSINESS**

- a) Update/Discussion on Bond Issuance
- b) Update/Discussion on Investment Options
- c) Discussion/Possible action on 2025/2026 Budget

**11) NEW BUSINESS**

*(Items to be considered, reviewed, discussed, and possible action on.)*

- a) Discussion/action/adoption of reviewed Policies and Committee Update
  - 3.6 Complaints & Investigations
  - 4.13 Medical/Dental/Vision Insurance

**12) FUTURE MEETING AGENDA ITEMS and NEXT MEETING DATE**

**13) ADJOURNMENT**

Notice of Meeting Agenda dated and posted \_\_\_\_\_ at \_\_\_\_\_ local time.  
By: \_\_\_\_\_

If any person has special needs for a specific type of accommodation, please notify the Pine-Strawberry Fire District prior to the scheduled meeting time.

P.O. Box 441  
6198 W. Hardscrabble  
Pine, AZ 85544  
Phone: 928-476-4272  
Fax: 928-476-4634

## **Pine-Strawberry Fire District**

### **PINE-STRAWBERRY FIRE BOARD REGULAR MEETING MINUTES May 15, 2025**

The meeting was called to order at 2:00 pm.

- 1) **Pledge of Allegiance**
- 2) **Roll Call** – Present were Members - Bob Bennett, Board Chairman - Chuck Ackerman, Member - Dave Burkhart, and Member - Melvin Palmer. Board Clerk - Bob Papke was absent.
- 3) **Presentations** – Pinning Ceremony for Engineer John Lewin who was pinned by Cathy Smith. Congratulations, John!
- 4) **Correspondence** – One letter of thanks was read.
- 5) **Call to the Public** –

**Woody Phillips** - The Pine-Strawberry Neighborhood Radio Watch has installed the repeater and would like to thank the firefighters (Chris Williamson, Dan Green, and Kaleb Turner) who helped get this done.

**Elsa Steffanson** – Pine Strawberry Fuels Reduction wished to invite people to the event that APS will be putting on this Saturday, May 17<sup>th</sup> at 2:00 to discuss their plans for Emergency Shut-offs.

**Janelle Gossling** – wished to address the Board regarding a recent traffic accident that occurred on highway 87 and how the traffic was handled. Chief Brandt briefly explained that a by-stander was directing traffic without authority to do so – thereby causing the additional problem.

(Board Member Dave Burkhart reminded the public that the Board is not able to comment on/discuss issues that are not listed on the agenda but that we are happy to put any item on the agenda if it is brought to the Board's attention prior to a Board meeting.)

- 6) **Approval of Previous Minutes**
  - a) **April 15, 2025** – Regular Meeting Minutes – Dave Burkhart made a motion to accept the minutes as written. Mel Palmer seconded the motion, and it passed unanimously.
  - b) **May 1, 2025** – Special Meeting Minutes - Dave Burkhart made a motion to accept the minutes as written. Bob Bennett seconded the motion, and it passed unanimously.

- 7) **Financial Report of April 2025** – Ben Archer-Clowes of the James Vincent Group was in attendance and presented the financials for April. Dave Burkhart made a motion to approve the financial report as given and to authorize the Board Clerk to sign. Mel Palmer seconded the motion, and it passed unanimously. (See attached Financial Report.)

- 8) **Fire Chief's Report** – Including but not limited to: (See attached Fire Chief's Report.)

**Emergency Activity-**

Total Dispatches for April = 55 Total Calls for Service - Previous Month 65

39 Rescue and EMS

0 Fires

11 Misc. Service Calls

2 Hazardous

3 Motor Vehicle Accidents

**Training Report** – Total training hours completed this month were 502 hours.

**The Fire Marshal's Report** – The Fire Marshal's office reviewed 2 sets of plans, adding 360 square feet of construction, and totaling \$30.00 of revenue.

**Vehicle Report** – 2 District vehicles were serviced this month for a total of \$3,729.17. All District vehicles are currently in service.

- 9) **Other Fire District Related Reports**

a) **District Board Chairman's Report** – None.

b) **Public Safety Personnel Retirement System Local Board Report** – The PSPRS Local Board met the on 4/29/25 for our newest member, Michael Tweet, who is a transfer from Scottsdale Fire Department.

c) **Firefighter's Association Report** – Dan Green reported that the FFA has all the items ready that they are planning to sell at the Memorial Day Craft Fair as well as the other events that will be happening in town this summer. He also stated that the Summer Bash Open House at Station 41 was a great success – especially the Dunk Tank!

d) **Labor Organization Report** – None.

- 10) **Old Business** –

a) **Discussion and update on Bond Issuance** – Chief Brandt reported that the Resolution has been filed with Gila County and that the lawyers are working on the notifications that will have to be put out in September.

**Elsa Steffanson** reported that the PAC (Political Action Committee) has an E.I.N. filed with the County and is working with Chase Bank to get an account set up – however, it cannot be done at the branch in Payson. Many donations were already received at the recent Summer Bash Open House on May 4<sup>th</sup>. She also reported that there have been notices put out on social media, as well as at the Summer Bash Open House, and ALL of the responses have been very positive.

**Dominic Masse'** reported that the committee doing the plans has met a few times and has a preliminary drawing made for the layout of the new Station/Administration offices. They are now working on the floor plan and elevations.

No action taken.

- b) **Update/Discussion on investment options** – Chief Brandt reported that there is nothing new to report at this time.
- c) **Discussion/Possible action on 2025/2026 Budget** – Ben Archer-Clowes reviewed the budget that was presented to the Board last month. He stated that we are sticking with the current 3.5 tax rate, we are proposing a 1-step increase for those who qualify and a 2.5 % COLA (Cost of Living Adjustment) which follows the social security COLA. The Medic stipend has increased to \$2.88/hour. He also stated that the budget is built around planning for 6-man staffing starting in May (as usual). However, as of 2025, we plan on running that 6-man position year-round in an effort to cut down on overtime costs. Dave Burkhart made a motion to tentatively adopt the 2025/2026 budget with the 3.5 tax rate. Chuck Ackerman seconded the motion, and it passed unanimously. (Budget will be posted for 20 days prior to adoption.)

**11) New Business –**

*(Items to be considered, reviewed, discussed, and possible action on)*

**a) Discussion/action/adoption of reviewed policies.**

Policy 3.6 Complaints & Investigations – Dave Burkhart stated that this policy has been sent to the lawyer for review and there were minor changes made in terminology and spelling. Dave Burkhart made a motion to adopt the revised Policy 3.6 with an effective date of May 30, 2025. Mel Palmer seconded the motion, and it passed unanimously.

Policy 4.13 Medical, Dental, & Vision Insurance – Dave Burkhart explained that minor changes were made to this policy, including the option of utilizing any or all of the policies. There is also an option to opt out of the insurance coverage and still receive the HSA deposit as long as the employee is covered by a high-deductible health plan. Dave Burkhart made a motion to approve and adopt Policy 4.13 as presented and revised with an effective date of May 30, 2025. Bob Bennett seconded the motion, and it passed unanimously.

**12) Future Board Meeting Date** – Due to the Federal Holiday that falls on the third Thursday of June (Juneteenth), the Board meeting will be held on Tuesday, June 17, 2025, at 3:00 pm.

**Items for discussion** – Budget, Bond Issue, Adding prayer to the Agenda list.

**13) Adjournment:** Dave Burkhart made a motion to adjourn. Chuck Ackerman seconded the motion, and it passed unanimously at 3:35 pm.

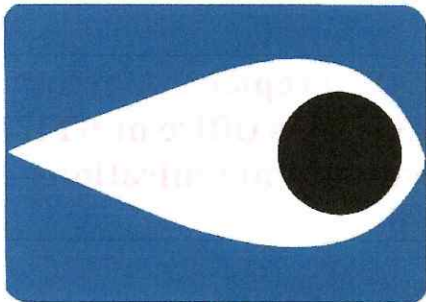




# Pine Strawberry Neighborhood Radio Watch



**When Cell Phone and Internet service fails, and you can't reach 911 or  
Emergency Services... How Will You Keep Your Family Safe?**



**NEIGHBORHOOD  
RADIO WATCH**

**WE LOOK OUT FOR EACH OTHER™**

Over 50% of US Homeowners and 70% of Renters (Probably even higher in Rim Country!) depend entirely upon cell phones to stay in touch with our friends, our families, and Emergency Services. Cell phones, in turn, depend upon billions of dollars of technology not to fail. Here in Rim Country, we experience severe storms, fires, flooding events and power shutdowns – events that disrupt vital communications services and can place lives at risk.

How will you keep yourself, your family, and your friends safe in a disaster when landline, cell phones and Internet service fails? A **Neighborhood Radio Watch** Program in Pine/Strawberry could be the solution...

## **Radio for The Rest of Us**

For years, Amateur Radio Operators (aka "Hams"), have used radios when normal communications fail. Radio also aids First Responders during disasters. However, it's become increasingly critical for "The Rest of Us," our families, our friends, and our community, to also have access to reliable communications when cell phone and Internet services fail. Getting a Ham Radio license requires passing a test beyond the interests of most. But there are radio alternatives that people can use without having to pass a test. Pine/Strawberry residents can learn how to use simple & affordable GMRS radios to communicate when phone and Internet services are disabled. An FCC GMRS license is like buying a fishing license. Simply pay \$35 for a 10-year license that covers your whole family and get a call sign to use on the air.

**Join Our Private eMail List:** <https://groups.io/g/psnrw>

**PSNRW.ORG**

## General Mobile Radio Service - GMRS

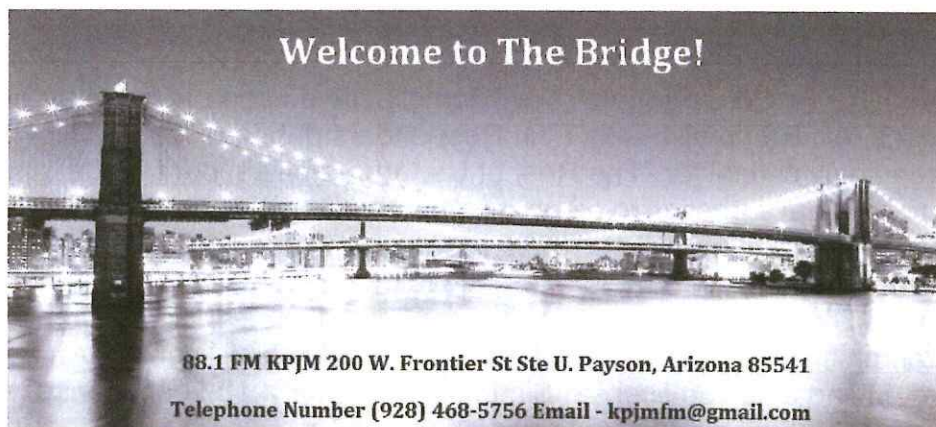
GMRS Radios are affordable, FM transceivers that allow you to communicate with your family and neighbors when cell phones and other means of communication are not available. Pine Strawberry Neighborhood Watch conducts a weekly Net to allow us to test and learn to use our radios so we are ready should we need them. There is no cost to join other than the cost of a GMRS license and an affordable radio. If you are interested in getting On-The-Air, but don't know where to start, join our Email List, or contact Woody Phillips directly by emailing [KJ7YYI@ARRL.net](mailto:KJ7YYI@ARRL.net)

GMRS hand held radios (NOT FRS blister pack radios sold at Walmart) cost as little as \$25 and are "Repeater Capable" meaning you communicate over much longer distances. Mobile Radios can get pricey but offer more flexibility including the ability to set-up a base station at home or office. Our members can help you decide what will work best for your needs.

**Neighborhood Radio Watch Programs ARE NOT a replacement for Emergency Services such as Police, Fire, the Sheriff's Office or 911. These programs are intended solely as a backup communications solution When All Else Fails.**

### VISIT PSNRW.ORG FOR MORE INFORMATION

We wish to thank 88.1 FM KPJM in Payson for their considerable support in providing, and maintaining our local emergency repeater; Pine Strawberry Fire District for their help with the installation; Pine Strawberry Fire District and the Gila County Sheriff's Office for their encouragement and support for this project; and finally, our Neighborhood Radio Watch members and Pine Strawberry Fuel Reduction for providing the funding.



Join our PSNRW Weekly Net on Saturday at 7 PM – GMRS CH 19R, 156.7 TX & RX.

**PSNRW.ORG**



Thank You



You went above...  
and beyond!

Thanks for  
The Home Call  
after my Fall  
TWM & Playbill  
Freestone





**Pine- Strawberry Fire District**  
6198 W Hardscrabble Mesa Rd  
Pine, AZ 85544



**Monthly Financial Report – April 2025**

Attached are the following for your information and review:

1. Balance Sheet as of April 30, 2025.
2. Summary of Reconciled Cash Balances as of April 30, 2025.
3. Income Statement of Revenues and Expenditures for April 2025 including budget to actual and year-to-date balances.
4. Income and Expenses Graph FY25.
5. Monthly Disbursement Report.
6. 12-Month Cash Flow.

**Key points:**

- Revenue for April is \$243,983 which is \$439,710 under budget.
  - Tax Revenue is \$196,081 which is \$410,653 under budget.
  - Non-Tax Revenue for April is \$47,901 which is \$29,058 under budget.
- Expenses for April totaled \$269,171 which is under budget by \$23,776.
- Year to Date Revenue is \$3,347,068 which is under budget by \$155,693.
- Year to Date Expenses is \$3,326,346 which is over budget by \$118,449.

Please contact the Finance Department at (480) 422-9777 for any questions or concerns regarding this report.

**This report and the attached detail reports have been reviewed and approved by the Fire Board.**

**Board Clerk**

5/15/2025  
**Date**



## Pine-Strawberry Fire District

P.O. Box 441 □ Pine, Arizona 85544  
Phone: (928) 476-4272 □ Fax: (928) 476-4634  
Website: [www.psfdez.com](http://www.psfdez.com)

# Fire Chief's Report - May 2025

**Emergency Activity** – Total Dispatches for April = 55 calls for service

0 Fire Calls  
39 EMS Calls  
2 Gas Leak/Hazmat/Electric/TRT  
3 Motor Vehicle Accidents  
11 Misc. calls for service  
Last month there were 65 calls for service.

**Vehicle Report** – 2 District vehicles had service done this month. The new brush truck had tires replaced, bed mounted, and the slip unit installed. A-43 had new tires installed. \$3,729.17 was spent on vehicle maintenance this month, and all District vehicles are in service.

**Training Report** - Total training hours completed this month were 502 hours reported for all career members, and 69 hours reported for reserve members.

**Plan Reviews** – The PSFD Fire Marshall reviewed 2 sets of plans this month with a total addition of 360 SQ FT. The total fees collected this month were a total of \$30.00.

### Significant Incidents and Events:

- Work has begun on the DFFM 70/30 Fuels Reduction Grant. This grant was submitted in June for \$668,000.
- We have ordered all the necessary parts for the new brush truck and plan to have it ready for the upcoming fire season.
- Our new member Mike Tweet has started, and all of our positions are fully staffed.



**PINE-STRAWBERRY FIRE DISTRICT**  
**Tentative Approved - Budget Summary**  
**Fiscal Year 2026**

**Tax Levy Revenues**

Real Estate	3,122,971
Fire District Assistance Tax	246,017
Total Tax Revenues	\$ 3,368,988


**Non Tax Levy Revenues**

Charges for Services	610,000
Grant	100,000
Other Revenue	108,500
Total Non Tax Levy Revenues	\$ 818,500
Total Revenues	<u><u>\$ 4,187,488</u></u>

**Expenses**

Personnel Costs	3,361,137
Buildings & Land	66,000
Vehicles & Equipment	126,000
Communications & IT	58,700
Travel & Training	111,584
Managerial	162,363
Grant	100,000
Reserve/Funding	201,704
Total Expenses	<u><u>4,187,488</u></u>

Estimated Assessed Valuation	89,227,735
Proposed Tax Rate \$	3.5000

  
\_\_\_\_\_  
Joel Brandt  
Fire Chief, Pine-Strawberry Fire District

5-21-24  
\_\_\_\_\_  
Date