

Pine-Strawberry Fire District

PINE-STRAWBERRY FIRE BOARD REGULAR MEETING MINUTES June 22, 2022

The meeting was called to order at 6:06 pm

- 1) **Pledge of Allegiance**
- 2) **Roll Call** – Present were Board Clerk - Bob Papke, Member - Bruce Dow, Board Chairman - Chuck Ackerman, Member - Dave Burkhart, and Member - Melvin Palmer.
- 3) **Presentations** –Fire Fighter Bill Potter was formally promoted to Engineer, although he has been working as “Acting Engineer” for quite some time now. Bill’s wife, Dawn, was present and did the honor of “Pinning” him. Several family members as well as friends from the community were in attendance. Congratulations Bill Potter!
- 4) **Correspondence** – None
- 5) **Call to the Public** –None
- 6) **Approval of May 2022, Regular Meeting Minutes** –Dave Burkhart moved to accept the minutes as written and authorize the Board Clerk to sign them. Mel Palmer seconded and the motion and it passed unanimously.
- 7) **Approval of the May 17, 2022, Special Work Study Minutes** - Melvin Palmer moved to accept the minutes as written and authorize the Board Clerk to sign them. Chuck Ackerman seconded the motion and it passed with four ayes. Dave Burkhart abstained.
- 8) **Financial Report** – Approval of Previous Month’s Finances – May 2022, Financial Reports - Ben Archer-Clowes of the James Vincent Group was in attendance via telephone and he presented the financial report to the board. Melvin Palmer moved to accept the financial statements and authorize the Board Clerk to sign them. Bruce Dow seconded the motion and it passed unanimously.
- 9) **Fire Chief’s Report**– Including but not limited to:
 - a) **Significant emergency incidents**
 - b) **Other non-emergency Fire District Activity** –Pending Grants: \$37,148 from Governor’s office of Highway Safety – for automated CPR device and \$34,267 from the Gila River Tribe – for portable radios.
Stage 2 Fire Restrictions continue in the Tonto National Forest (TNF) at least through July 2nd.
We have one Type 3 Engine out for “Severity” patrolling the TNF.
The Interagency agreement will result in renumbering PSFD apparatus.

Certificates of Participation continue to be on a day-to-day status due to unfavorable Market conditions.

Mark Julien of H&E Equipment informed us of approx. \$15,000.00 in savings on our “build”. Chief suspects however, that the amount will be used up in final outfitting.

A local Pine resident who has website experience has volunteered to do some work on our website. (This person wishes to remain anonymous.) We had a productive meeting that included the Office Manager, the Fire Marshal, and the Chief. We will also maintain full control of the content.

- c) **The Fire Marshal’s** office has reviewed 6 plans, adding 11,479 square feet of construction and totaling \$2,273.04 of revenue.
- d) **Report on emergency call volume from previous month** – responded to 65 calls for service.
- e) **Report on vehicle maintenance from previous month** – All vehicles in Service.
- f) **Report on training activities from previous month** – 222 hours of training reported.
- g) **Specific program updates or demonstrations** –

10) **Other Fire District Related Reports**

- a) District Board Chairman’s Report – None
- b) PSPRS Board Report – The PSPRS Local Board has met twice in the last month. There has been one retirement and two new hires processed. We have retained the legal counsel of Nicholas J. Cornelius, PLLC, (separate from the Pine Strawberry Fire District Fire Board legal counsel.) The PSPRS Local Board has met the criteria for annual meetings.
- c) Firefighter’s Association Report – None
- d) Labor Organization Report – None
- e) Fossil Creek Access Report – Fossil Creek remains closed.

11) **Old Business** –

- a) **Consideration of issuance of Certificates of Participation for pension funding** – Presentation by Mr. Carlson of RBC. Current market conditions do not meet the target \$2.5M savings target set by the District. Will continue to monitor.

12) **New Business** -

- a) **Administrative Policy 4.2 Military Leave** – Melvin Palmer made a motion to approve the Military Policy as presented with an effective date of July 8, 2022. Dave Burkhart seconded the motion and it passed unanimously.
- b) **Administrative Policy 4.3 Holidays** - Dave Burkhart made a motion to approve the 12 holidays listed with an effective date of July 8, 2022. Bruce Dow seconded the motion and it passed unanimously.
- c) **Consideration of Public Safety Personnel Retirement System funding policy.** Ben Archer-Clowes explained that each year we are obliged to post our PSPRS funding policy on our website and presented the same. Dave Burkhart made a motion to approve the PSPRS funding policy as presented. Melvin Palmer seconded the motion and it passed unanimously.
- d) **Consideration of District’s financial accounts end of year disposition** – Melvin Palmer made a motion to move identified end of fiscal year balances out of the PSFD General operating account in order to avoid a fiscal year end “sweep” of accounts by Gila County. Dave Burkhart seconded the motion and it passed unanimously.

- 13) **Public Budget Hearing-** Dave Burkhart made a motion to open the Public Budget Hearing at 7:06pm. Bruce Dow seconded the motion and it passed unanimously.
The Fiscal Year 2022-2023 tentative Budget has been posted since June 1, 2022, meeting the 20 day requirement. Hearing no public comment, Dave Burkhart made a motion to close the Public Hearing. Bruce Dow seconded the motion and it passed unanimously at 7:09pm.
Dave Burkhart then made a motion to approve the Fiscal Year 2022-2023 Budget as posted. Melvin Palmer seconded the motion and it passed unanimously.
- 14) **Future Meeting Agenda Items and Meeting Date -** Items for discussion – COP status if needed or in 60 days.
Special Board Meeting on July 6, 2022, at 6:00pm Station 41 Board Meeting Room.
Regular Board Meeting on **Wednesday**, July 20, 2022 at 6:00pm Board Meeting Room
- 15) **Adjournment** – Melvin Palmer made a motion to adjourn. Dave Burkhart seconded it and it passed unanimously at 7:15pm

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