

Pine-Strawberry Fire District

PINE-STRAWBERRY FIRE BOARD REGULAR MEETING MINUTES March 17, 2022

The meeting was called to order at 6:04 pm

- 1) **Pledge of Allegiance**
- 2) **Roll Call** – Present were Board Clerk - Bob Papke, Member - Bruce Dow, Board Chairman - Chuck Ackerman, Member - Mel Palmer, and Member - Dave Burkhart.
- 3) **Presentations** – Three employees were recognized for their years of service.
Brandon Sewell - 10 years
Mike Ward - 35 total years
Robert McCormick – 35 total years
- 4) **Correspondence** – None
- 5) **Call to the Public** –None
- 6) **Approval of February 2022, Regular Meeting Minutes** –Dave Burkhart moved to accept the minutes as written and authorize the Board Clerk to sign them. Bruce Dow seconded and the motion and it passed unanimously.
- 7) **Financial Report** – Approval of Previous Month’s Finances – February 2022, Financial Reports - Ben Archer-Clowes of the James Vincent Group was in attendance and he presented the financial report to the board. Mel Palmer moved to accept the financial statements and authorize the Board Clerk to sign them. Dave Burkhart seconded the motion and it passed unanimously.
- 8) **Fire Chief’s Report**– Including but not limited to:
 - a) **Significant emergency incidents** – One structure fire
 - b) **Other non-emergency Fire District Activity** –
 - c) **The Fire Marshal’s** office has reviewed 9 plans, adding 9,761 square feet of construction and totaling \$1,901.64 of revenue.
 - d) **Report on emergency call volume from previous month** – responded to 53 calls for service.
 - e) **Report on vehicle maintenance from previous month** – \$10,777.48
 - f) **Report on training activities from previous month** – 242 hours of training reported. Several members are attending the Wildfire Academy.
 - g) **Specific program updates or demonstrations** – Board Member Dow asked how we are handling the increase in fuel expenses. Chief Wisner responded that we had increased the fuel budget last year from \$20,000 to \$30,000 and that we are still currently within budget. Mr.

Dow also asked if there are any avenues for governmental support for increased fuel costs. Chief was not aware of any.

9) **Other Fire District Related Reports**

- a) District Board Chairman's Report – None
- b) PSPRS Board Report – None
- c) Firefighter's Association Report – None
- d) Labor Organization Report – None
- e) Fossil Creek Access Report – Fossil Creek remains closed.

10) **Old Business –**

- a) **Consideration of financial underwriting services** - The Board will consider entering into an agreement with one or more financial service providers related to the issuance of Public Safety Personnel Retirement System (PSPRS) taxable pension obligations, such as Certificates of Participation (COPs).

Considerable discussion from the Board. RBC representative attending via Zoom.

Two Firms: Stifel Public Finance, and RBC Capital Markets made presentations last month proposing to manage COPs to refinance PSPRS unfunded retirement mandate, approximately \$5.6 million for PSFD. Both proposals would use District property as collateral and our good faith and credit to support the sale of Certificates of Participation (taxable instruments) to fully fund our CURRENT unfunded obligation to PSPRS.

Two questions:

- 1) Does the District want to encumber property to pay the PSPRS obligation and repay over 20-25 years, with a POTENTIAL savings of over \$1 million over the funding amortization by PSPRS?
- 2) If we do, which company does the District wish to engage to manage?

First step for either company is to get an S&P credit rating - must be paid by the District up front \$12,000 to \$17,000. Can the District back out after credit rating- but before COPs offered? RBC - yes. General consensus was to proceed with credit report.

Chuck Ackerman made a motion to proceed with credit reporting using Stifel to manage the process. Dave Burkhart seconded the motion.

Chuck Ackerman and Dave Burkhart voted aye.

Bruce Dow, Melvin Palmer and Bob Papke voted no. Motion did not pass.

Bruce Dow made a motion to proceed with credit reporting using RBC to manage the process. Melvin Palmer seconded the motion.

Bruce Dow, Melvin Palmer and Bob Papke voted aye.

Chuck Ackerman voted no.

Dave Burkhart abstained.

Motion carries 3-1 with 1 abstention.

11) **New Business -**

- a) **Resolution 2022-001** – A resolution pertaining to the submission of projects for consideration in Arizona’s 2023 Highway Safety Plan.

Chief Wisner read the resolution to seek a grant from the Governor’s Office of Highway Safety for 2023. There was one typographical error in the date of 2022 instead of 2023 which will be corrected.

Dave Burkhart made a motion to adopt the resolution. Bruce Dow seconded the motion and it passed unanimously.

- b) **Administrative Policy 1.1 Policy and SOG Management** - The committee has generated several drafts of the policy. At the last meeting there was an approved edit to the word Members and to the definition of employees. The draft used to make that edit contained some other errors as to form which were previously addressed. It is uncertain that the draft as distributed to the Board for consideration is the most current draft, and requires review by the policy committee prior to consideration by the board.

Bob Papke moved to table action on this policy until the Policy Committee meets and reviews it for correctness. Melvin Palmer seconded the motion and it passed unanimously.

- 12) **Future Meeting Date** - will be Thursday, April 21, 2022, at 4:00 pm for a Budget Planning workshop. Immediately following the Budget Planning Workshop the board will meet at 6:00pm for its regularly scheduled monthly meeting. Items for consideration – Policy 1.1, Financial Underwriting credit rating and COP issue, Begin discussion of replacement of Station 41.

- 13) **Adjournment** –Bruce Dow made a motion to adjourn. Chuck Ackerman seconded the motion and it passed unanimously at 7:45 pm.