

Pine-Strawberry Fire District

PINE-STRAWBERRY FIRE BOARD REGULAR MEETING MINUTES

May 20, 2021

The meeting was called to order at 6:12 pm

- 1) **Pledge of Allegiance**
- 2) **Roll Call** – Present were Board Clerk - Robert Papke, Member – Bruce Dow, Board Chairman- Chuck Ackerman, Member - Dave Burkhart, and Member - Mel Palmer.
- 3) **Presentations** – Gary Morris reported that the County Board of Supervisors supports our Fossil Creek access efforts and is requesting timelines from the Forest Service. The Yavapai Apache Tribal Chairman will attend the next meeting.
- 4) **Correspondence** – Three donations were received this month. Two were in honor of Pine Resident Bill Gurney who recently passed away. The third donation was accompanied by a “Thank you” Card from Patricia Van Winkle.
There was an additional “Thank you” card received from Mr. & Mrs. Stephenson.
- 5) **Call to the Public** –None
- 6) **Approval of Previous Month’s Meeting Minutes**
April 15, 2021 Special Meeting (Budget Workshop) Minutes –Mel Palmer moved to accept the minutes as written and authorize the Board Clerk to sign them. Robert Papke seconded and the motion passed with 4 ayes. Dave Burkhart abstained.
April 15, 2021 Regular Board Meeting – Dave Burkhart moved to accept the minutes as written and authorize the Board Clerk to sign them. Mel Palmer seconded the motion and it passed unanimously.
- 7) **Financial Report** – Approval of Previous Month’s Finances
March, 2021 Financial Reports –Ben Archer-Clowes of the James Vincent Group was in attendance and he presented the financial report to the board. There was some discussion over the Ambulance Revenue that continues to be less than budgeted. Ambulance Revenue was \$16,989 under budget for the month of April and roughly \$40,000 under year-to-date. Some thoughts on the ambulance transfers being down in numbers for the year were that it may be connected to the COVID-19 and the fact that many people were really trying NOT to go to the hospital if at all possible. This is of concern as there is no projected date for DHS approval of requested rate increase. This may impact our capital funds available in the next fiscal year.
Dave Burkhart moved to accept the financial statements and authorize the Board Clerk to sign them. Bruce Dow seconded the motion and it passed unanimously.

- 8) **Fire Chief's Report** (Available on our Website) – Including but not limited to:
 - a) **Significant emergency incidents** – Chief Wisner reported on the motor home fire that occurred on State Highway 87 and also Initial Response to a wildland fire that started near Sunflower.
 - b) **Other non-emergency Fire District Activity** – Chief Wisner reported on the following:

Rescue strut training continues. The Struts are now deployed on the Engines.

Stage 1 Fire Restrictions began on 5-14 for Tonto National Forest and Gila County. PSFD will go into restrictions under our recently updated fire code.

The County's Community Wildfire Protection Plan is currently being updated.

A new committee of staff has been formed to determine specifications for a planned new Type 1 Engine.
 - c) **Progress report on Fire Board directed business activities or projects** – Chief Wisner stated that the updated Policy Manual is in development by the vendor. We are waiting to receive the "Draft" document.

Art-A-Flame event in Strawberry on May 1st featured (propane) open flame (burning man style) entertainment benefitting the Pine Strawberry Fuels Reduction group. One Pine Strawberry Fire District Engine was on "stand-by" at the event. Several concerns were raised by board members Bruce Dow and Mel Palmer regarding the open flame burning and the risk of fire safety. It was also noted that the event (dress code – or lack thereof) was not "Family friendly."
 - d) **Report on emergency call volume from previous month** – responded to 59 calls for service.
 - e) **Report on vehicle maintenance from previous month** – \$596.57
 - f) **Report on training activities from previous month** – a total of 339 hours of training completed.
 - g) **Specific program updates or demonstrations** – Fire Marshal reports that the District has reviewed submitted plans in the month of April totaling 15,781 sq. feet and generating revenue totaling \$3,377.70.
- 9) **Other Fire District Related Reports**
 - a) **District Board Chairman's Report** – None given.
 - b) **Chaplain's Report** – None
 - c) **Employee Assistance Fund Committee** – None
 - d) **PSPRS Local Board Report** – None
 - e) **Firefighter's Association Report** – None given.
 - f) **Labor Organization Report** – None Given
- 10) **Old Business**
 - a.) Discussion and possible action related to the development of a Fee Schedule for the District. Chief Wisner reported that he is still working on this – there is nothing to present at this time. No action taken.
- 11) **New Business** –
 - a.) **Resolution 2021-003** – A resolution pertaining to the district entering into an agreement with Securis Insurance Pool, Inc. for the purpose of providing workers compensation insurance for District employees.

Discussion – Securis Rate and Capitalization were used in developing 21/22 FY budget. Our current carrier, 7710, provided us with a preliminary quote of \$65,903. This year’s premium was \$26,203, thus, more than doubling our current rate. Opting into the “Pool” obligates the District to full capitalization even if the District should later withdraw. Discussion was focused on opting into the Securis Fire District Pool. A formal resolution by the Board is necessary.

Dave Burkhart made a motion to accept the resolution to join Securis Fire District Pool as presented and authorize the Board to sign.

Mel Palmer seconded the motion and it passed unanimously.

- b.) Discussion and possible action related to the approval of the Tentative FY 2021/2022 Fire District Budget. Ben Archer-Clowes of the James Vincent Group gave a presentation of the proposed budget previously presented at the budget workshop in April. The Board gave direction to closely monitor the ambulance revenue. Dave Burkhart made a motion to adopt the tentative budget as presented and authorize the clerk and chief to sign and post. Bruce Dow seconded the motion and it passed unanimously.

- 12) **Future Meeting Date** will be Thursday, June 17, 2021, at 6:00 pm. Items for consideration- Final budget approval, District Fee schedule.
- 13) **Adjournment** – Bob Papke made a motion to adjourn. Mel Palmer seconded the motion and it passed unanimously at 7:42 pm.