

# Board Agenda March 19, 2026

## 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 **March 19, 2026, beginning at 3:00 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.

*(Items to be considered, reviewed, discussed, and possible action on.)* The Board may vote to go into executive session on any agenda item, pursuant to A.R.S. § 38-431.03(A)(1-9) including, (1) discussion or consideration of a personnel matter (2) consideration of records exempt from public inspection (3) for legal advice with the District's attorney (4) legal advise on contracts or litigation (5) discussion or consultation regarding negotiations with employee organizations (6) discussion of international, or interstate negotiations (7) discussion or consultations regarding the sale, purchase or lease of real estate, (8) discussion or consideration of school safety plans or programs or (9) discussion or consultation regarding the security of buildings, facilities, operations critical infrastructures, or information technology as set forth in the agenda item **The Board reserves the right to address any item in any order they wish.**

<https://zoom.us/j/94357516172?pwd=9KjVQWvgnxI0F3hwQXaXicbwzwd7qP.1>

#### CALL TO ORDER

- 1) PLEDGE OF ALLEGIANCE
- 2) INVOCATION
- 3) ROLL CALL OF BOARD MEMBERS
- 4) PRESENTATIONS
- 5) CORRESPONDENCE
- 6) **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.

**7) APPROVAL OF PREVIOUS MINUTES**

- a) February 19, 2026, Regular Board Meeting Minutes
- b) February 28, 2026, Special Board Meeting Minutes

**8) FINANCIAL REPORT**

- a) Approve the February 2026 Financial Report

**9) 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 the 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

**10) 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
- e) Fuels Treatment Report

**11) OLD BUSINESS**

- a) Discussion and possible action on General Obligation Bond
- b) Discussion and possible action on negotiating a possible land purchase for the new fire station
- c) Discussion and possible action on putting the New Engine 41 IN SERVICE and disposition of current engine
- d) Discussion and possible action on newly reorganized Policy Review Committee

**12) NEW BUSINESS**

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

- a) Discussion and possible action on Performance Evaluation of Interim Chief Paul Voakes
- b) Discussion and possible action on the selection process for a Permanent Fire Chief
- c) Discussion and possible action on the availability and procedure for legal counsel/advice for members when required to testify in court in a work-related case

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

**14) 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 DISTRICT REGULAR MEETING MINUTES February 19, 2026

**1. Call to Order:** at 4:00 PM, 02/19/2026 by Chairman Robert Papke

**2. Pledge of Allegiance:** Lead by Robert Papke

**3. Invocation:** Given by Marylin Bennett,

**4. Roll Call of Board Members:**

a. The following PSFD Board Members were present: Chairman Robert (Bob) Papke, Clerk David Burkhart, Board Member Bob Bennett, and Melvin Palmer. One Board Position is Vacant.

b. Also Present: Interim PSFD Chief Paul Voakes, Carman Wailes PSFD Administration Manager, Chief James Stoltenberg, Marylin Bennett, Helen Palmer, Tina Trout, Evelyn Beck, Mr. Fuller, and PSFD Staff members from Pine and Strawberry Stations.

**5. Approval Of Previous Minutes:**

- a. 02/22/2026 Regular Board Meeting
- b. 02/04/2026 Joint PSFD/TBFD Board Special Meeting
- c. 02/04/2026 Special Board Meeting
- d. 02/09/2026 Special Board Meeting
- c. 02/11/2026 Joint PSFD/TBFD Board Special Meetings

David Burkhart made a motion to approve all 5 sets of meeting minutes. Bob Bennett 2<sup>nd</sup> the Motion, and the Board voted unanimously to approve all 5 sets of Board meeting minutes.

**6. Financial Report:** Melvin Palmer made a motion to approve the financial report as presented and authorized the Board Clerk to sign the report. Bob Bennett 2<sup>nd</sup> the motion, and the Board voted unanimously to approve the financial report as presented and authorized the Board Clerk to sign it.

**7. Fire Chief's Report:** Intern Fire Chief Paul Voakes presented the Fire Chief's report. (See attached report)

**8. Other Fire District Related Reports:**

- a. District's Board Chairman Report and Discussion: Robert Papke -- None
- b. Public Safety Personnel Retirement Board Report: David Burkhart -- None
- c. Firefighter's Association Report: Firefighter Association president, Chris Williamson, briefed the Board on upcoming events the FFA was working on.
- d. Labor Organization Report: None

## 9. Old Business:

a. **Discussion and possible action on General Obligation Bond** -- Interim Fire Chief Paul Voakes briefed the Board on the GOB procedures. No action taken.

b. **Discussion and possible action on negotiating a possible land purchase for the new fire station** -- Interim Fire Chief Paul Voakes and Robert Papke briefed the Board on the negotiation and letter of interest for the possible land purchase for the new fire station. The Board asked questions and discussed the issue. David Burkhart made a motion to accept the purchase of the land for the new fire station at a rate of \$150, 000 an acre for a total of \$300.000 for 2 acres and \$5,000.00 for additional expenses. Bob Bennett 2<sup>nd</sup> the motion, and the Board voted unanimously to approve the motion.

c. **Discussion and possible action on filling a Fire Board Vacancy** -- Robert Papke informed the Board we had two applicants. Their resumes were in the board book, and both applicants were present at the meeting. The Board discussed whether to interview now or hold a special meeting. David Burkhart made a motion to interview the applicants at this meeting. Bob Bennett 2<sup>nd</sup> the motion, and the Board voted unanimously to approve the motion.

The board then interviewed each applicant separately. After completing the interviews, David Burkhart made the motion to offer the vacant position to Tina Trout. Melvin Palmer 2<sup>nd</sup> the motion, and the Board voted unanimously to approve the motion.

Tina Trout accepted the position offer, and Robert Papke briefed her on the requirements to be seated. The Board thanked Evelyn Beck for applying and interviewing.

d. **Discussion and possible action on hiring an Interim Fire Chief** -- The Board agreed to discuss both item d and e together.

e. **Discussion and possible action on the Intergovernmental Agreement for shared Administration (Fire Chief) services** -- Since the Board discussed this matter at the Special Joint Board meeting on 2/11/2026, Robert Papke made a motion to accept the IGA with agreed upon rate. David Burkhart 2<sup>nd</sup> the motion, and the Board voted unanimously to approve the motion.

f. **Discussion and possible action on retiring old engine 41 and putting new engine 41 in service** -- Interim Fire Chief Paul Voakes briefed the Board on storing old engine 41 at TMTD and plans for putting the new engine 41 in service with a ceremony. No action taken.

## 10. New Business:

a. Discussion and possible action on reconvening/appointing a new Policy Committee to address IRS regulations on HSA contribution limits. The board discussed this. David Burkhart said there are 2 other policies that must be worked on that were addressed at the January AFDA conference. Robert Papke addressed policies on interim positions.

The Board asked which members would be willing to sit on the Policy Committee. Melvin Palmer and Tina Trout volunteered to be on the Policy Committee. David Burkhart made the motion to reconvene the Policy Committee and have Melvin Palmer and Tina Trout sit on the Committee. Melvin Palmer 2<sup>nd</sup> the motion, and the Board voted unanimously to approve the motion. The Board then directed the Fire Chief to select PSFD members for the committee.

**11. Future Board Meeting Date:**

Special Meeting on Saturday, February 28, 2026, at 10:00 am, at Pine Station 41- located at 6198 Hardscrabble Mesa Rd, Pine AZ for the swearing in of James Stoltenberg as the new Interim PSFD Fire Chief and Tina Trout as the new PSFD Board member.

Regular Board Meeting Thursday, March 19, 2026, at 3:00 PM. At the Pine-Strawberry Fire District Fire Station 41 Conference room, 6198 Hardscrabble Mesa Rd, Pine AZ.

Special Meeting on Thursday, March 26, 2026, (time to be determined) at the Pine-Strawberry Fire District Fire Station 41 Conference room, 6198 Hardscrabble Mesa Rd, Pine AZ. for the General Obligation Bond.

**12. Items for discussion:**

March General meeting: Continue Item 9 a. and Evaluation of Interim PSFD Fire Chief Paul Voakes. Discussion on new fire station.

**13. Adjournment:** David Burkhart made a motion to adjourn the meeting. Bob Bennett 2<sup>nd</sup> the motion, and the Board voted unanimously to adjourn at 5:35 pm.

REVIEW & APPROVED  
03/19/2026 *[Signature]*

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## Pine-Strawberry Fire District

PINE-STRAWBERRY FIRE DISTRICT  
SPECIAL BOARD MEETING MINUTES  
February 28, 2026

1. **Call to Order:** at 10:00 AM, 02/28/2026 by Chairman Robert Papke
2. **Pledge of Allegiance:** Lead by Robert Papke
3. **Invocation:** Give by Marilyn Bennett
4. **Roll Call of Board Members:** Pine-Strawberry Fire District (PSFD) Board Members Present: Chairman Robert (Bob) Papke, Clerk David Burkhart, Board Member Bob Bennett, and Board Member Melvin Palmer. One Board Position is Vacant.

Also Present: Interim PSFD Chief Paul Voakes, Carman Wailes PSFD Office Manager, Interim Chief James Stoltenberg, James Family, Marilyn Bennett, Helen Palmer, Tina Trout, Dennis Newman (Under Gila County Sheriff's Office - GCSO), Former PSFD Chief - Joel Brandt, and PSFD Staff members from Pine and Strawberry stations.

5. **Presentations:** Robert Papke presented an original cartoon style watercolor to Interim Chief Voakes as a thank you for his service as Interim Fire Chief from August 2025 to March 2026.

6. **Call to the public:** None

7. **Old Business:**

a. Discussion and possible action on the appointment of an Interim Fire Chief pursuant to an IGA with the Tonto Basin Fire District including the possible appointment and swearing in of an Interim Fire Chief. Chairman Robert Papke asked the following questions of the potential Interim Fire Chief.

What is the Interim Fire Chief Name? **Answer: James A. Stoltenberg.**

Have you read and understand the Intergovernmental Agreement between the Pine-Strawberry Fire District and the Tonto Basin Fire District? **Answer: Yes, I have.**

Do you agree to faithfully discharge the duties of the Interim Fire Chief of the PSFD during the term and according to the provisions of that agreement? **Answer: Yes, I do.**

Do you have any known conflicts of interest, or other impediment that would adversely affect the performance of your duties as interim Fire Chief of the PSFD? **Answer: No, I do not.**

Robert Papke made the following motion: The Board having previously considered and approved the terms of the Intergovernmental Agreement regarding the shared service of a Fire Chief, on an interim basis with Tonto Basin Fire District, in open meeting of the Board and being satisfied with the qualifications of James A Stoltenberg, Fire Chief of the Tonto Basin Fire District, to serve as the Interim Fire Chief of the Pine-Strawberry Fire District, I move that he be appointed as Interim Fire Chief of the PSFD under the terms of the intergovernmental agreement with the TBFD and ask that he be sworn in as Interim Fire Chief. The motion was 2<sup>nd</sup> by David Burkhart, and the Board voted unanimously to approve the motion.

James A. Stoltenberg was sworn in by Dennis Newman (Under GCSO).

b. Discussion and possible action on the appointment and seating of a possible replacement Board Member for a current vacancy, including the possible swearing in of the successful candidate. Chairman Robert Papke asked the following questions of the potential candidate.

What is the potential Board candidate's name? **Answer: Tina Trout.**

Are you now and have been a resident of the Pine-Strawberry Fire District for at least one year?

**Answer: Yes, I have.**

Are you a registered voter in the Pine-Strawberry Fire District? **Answer: Yes, I am.**

Have you completed the required Secretary of State course on the Open Meeting Law? **Answer: Yes, I have.**

Do you have any known conflicts of interest with the purpose and function of the PSFD Board or the PSFD? **Answer: No, I do not.**

Robert Papke made the following motion: The Board having reviewed your resume and met with you previously in a public meeting and selected you from among the candidates to fill the vacancy created by a resignation, and since it is your intention to faithfully execute the duties of a Board Member of the PSFD for the remainder of the term ending in November 2026, I move that the PSFD Board appoint Tina Trout to fill the current vacancy and ask that she be sworn in as a member of the PSFD Board. The motion was 2<sup>nd</sup> by Melvin Palmer, and the Board voted unanimously to approve the motion.

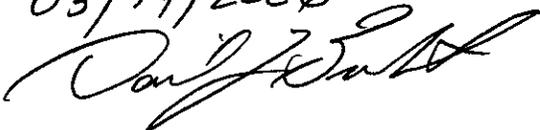
Tina Trout was sworn in by Dennis Newman (Under GCSO)

#### **8. Future Board Meeting Agenda Items and Next Meeting Date:**

Thursday, March 19, 2026, at 3:00 pm at the Pine-Strawberry Fire District Fire Station 41 Conference room, 6198 Hardscrabble Mesa Rd, Pine, AZ. No new agenda items.

Special Meeting scheduled on Thursday, March 26, 2026, (Meeting time to be determined) Pine-Strawberry Fire District Fire Station 41 Conference room, 6198 Hardscrabble Mesa Rd, Pine, AZ. Agenda: A discussion on the General Obligation Bond with Stifel representative.

**9. Adjournment:** Tina Trout made a motion to adjourn the meeting. Bob Bennett 2<sup>nd</sup> the motion, and the Board voted unanimously to adjourn at 10:13 am.

REVIEWED & APPROVED  
03/19/2026  




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



**Monthly Financial Report – February 2026**

Attached are the following for your information and review:

1. Balance Sheet as of February 28, 2026.
2. Summary of Reconciled Cash Balances as of February 28, 2026.
3. Income Statement of Revenues and Expenditures for February 2026 including budget to actual and year- to-date balances.
4. Income and Expenses Graph FY26.
5. Monthly Disbursement Report.
6. 12-Month Cash Flow.

Key points:

- Revenue for February is \$166,199 which is \$40,336 over budget.
  - Tax Revenue is \$114,047 which is \$23,476 over budget.
  - Non-Tax Revenue is \$52,152 which is \$16,860 over budget.
- Expenses for February totaled \$321,768 which is over budget by \$44,816.
- Year to Date Revenue is \$3,215,969 which is over budget by \$417,253.
- Year to Date Expense is \$2,976,746 which is over budget by \$355,497.

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

03/19/2026  
Date

Hi Friends- My request for FREE pickleball paddles from Selkirk has been answered! We have been awarded 8 new pickleball paddles, and a dozen new balls. 4 paddles have been donated to Mike Peters and the LDS church as a big thank you for letting us use their facility. The other 4 paddles will be available to PSFD staff to help enhance our play, and fitness level.

I am kindly asking your assistance in treating these paddles with care, to ensure their longevity. Also, please keep them in house - no loans to friends, family, ex-wives, passersby, or distant cousins.

Finally, a big thank you to Selkirk. **This order represents ~\$435 in pickleball gear.** They have been very generous, so keep them in mind next time you need pickleball gear.

Mike Tweet  
Fire Engineer  
Pine-Strawberry Fire District





## Pine-Strawberry Fire District

P.O. Box 441 □ Pine, Arizona 85544

Phone: (928) 476-4272 □ Fax: (928) 476-4634

Website: [www.psfidaz.com](http://www.psfidaz.com)

# Fire Chief's Report -March 2026

### Emergency Activity

- Total Dispatches for February - **47** calls for service
- 0 Fire Calls
- 36 EMS Calls
- 0 Gas Leak/Hazmat/Electric/TRT
- 5 Motor Vehicle Accidents
- 6 Misc. Calls for Service
  - 3 Invalid Assist
  - 1 Good Intent Call
  - 1 Dispatched then Cancelled
  - 1 Smoke Oder

February 2026 there were **46** calls for service, Year-To-Date:**113**

### Vehicle Report

- C41 jeep to Miller Auto for thermostat **\$337.67** (Additional repairs required)
- E41(old) Repair dash - In-House Repairs
- T41 Replace air horn foot switches **\$72.28**
- T41 A to Z Mechanical repaired pressure relief valve and diagnosed faulty rear dump valve **\$648.00**
- New E41 Moved code box and radio right to left putting code box centered - In-House Repairs
- B4 went to Chapman for Oil change and tire rotate and balance **\$223.74**

Budget Acct 6110 **\$1,281.69**

### Training Report

- Fire Rescue1: Hypothermia ALS/BLS & Fire Ground Tips in cold weather/Police and Fire working together
- Med1: Tape & Chart via Teams or BPMC
- Pack Test and PPA
- Review SOG 44-47 PPE Inspection

- Finishing Apparatus Rodeo.
- REMS/Ropes Refresher
- PT at station daily.
- Training hours for February, Members **625.25**, Reserves **181.25**

**Plan Reviews:** The PSFD Fire Marshall reviewed 3 plans this month with a total addition of 0 sq ft. to the district and remodel of 152 sq ft. The total fees collected this month were \$60 and year-to-date total: \$4,036.38.

**Significant events:** None to report

# Fuels Report February 2026

## HFI Grant:

\*February 2026: 2 HFI Grant Properties fire-wised per district standards for a total of 4.11 Acres

\*In February \$7,196 reimbursed to the property owners, DFFM will reimburse Pine Strawberry, usually within 30 days

\*In February PSFD received check from DFFM for January 2026 reimbursement for \$41,888

\***HFI Grant total thus far-** 22 properties/46.21 Acres fire-wised per district standards

## HFI Grant Steps (For your information):

- 1)Property owner applies for Grant (2024)
- 2)Chris inspects property
- 3)Property owner gets minimum of 3 quotes from PSFD approved vendors
- 4)Property owner submits quotes to Chris, he reviews and approves
- 5)Property owner hires vendor, Chris visits property while work is being done
- 6)Work completed, Chris re-inspects property to verify work completed
- 7)Property owner submits for reimbursement to PSFD, Chris approves
- 8)Chris submits for reimbursement from DFFM

\*HFI Grant runs through September 2027

## Other Fuels Happenings....

\*Pile Burn completed Jan 23<sup>rd</sup>. Approximately 8-10 piles burned on 2 acres of private property near Whispering Pines/ Mistletoe

\*Camp Lo Mia thinning project continues, looks great!

\*Pile Burn scheduled for 3<sup>rd</sup> week of March (south of Pine near old packing plant)

\*Chainsaw Refresher class scheduled for March 20<sup>th</sup> -23<sup>rd</sup> ....  
These wildland reserves will be running our future fuels crew



**Arizona Department of Forestry and Fire Management  
Grant Reimbursement Form**

NOTE: It is the Sub-grantees' responsibility to develop, document, administer and manage the correct accounting and administrative procedures for administering the grant in accordance with all applicable Federal and State laws. It is the Sub-grantees' sole responsibility to maintain all grant records and provide them as necessary to any auditing agent. Inability to provide such records may result in unallowable costs to the grant and any funds disbursed to the Sub-grantee may have to be paid back to the State and/or Federal government.

**Grant Number:** NFHF-24-206

**Organization Name:** Pine Strawberry Fire District

**Match %:** 30 %

**Total Grant Amount:** \$ 460,000.00

**Total Match Required:** \$197,143.00

**Grant Expiration/End Date:** 9/30/2027

(Grant \$ + Match \$ = Total Project Cost)

<b>Previous Project Totals (Sum of all previous reimbursement requests):</b>			
	Reimbursable Costs	Match	Total
	\$65,158.00	\$35,238.00	\$100,396.00

<b>This Reimbursement Period: (Period Start / End dates) 2/1/26-3/1/26</b>			
	Reimbursable Costs	Match	Total
Administration			\$0.00
Personnel			\$0.00
Contracted Services	\$7,196.00	\$3,084.00	\$10,280.00
Supplies			\$0.00
			\$0.00
			\$0.00
Volunteer time	N/A		\$0.00
In-Kind Contributions	N/A		\$0.00
<b>Total:</b>	<b>\$7,196.00</b>	<b>\$3,084.00</b>	<b>\$10,280.00</b>

FOR DFFM USE ONLY

<b>Cumulative Project Totals (This period request added to all previous reimbursement requests):</b>			
	Reimbursable Costs	Match	Total
	\$72,354.00	\$38,322.00	\$110,676.00

\*As long as the Cumulative MATCH meets the required amount, this Reimbursement Period's REIMBURSABLE amount should qualify for payment (provided all items are properly documented and all other requirements are met.)

Fuels Manager
3/5/2026  
*Authorized Signature*
*Title*
*Date*

**SIGNATURE LINE STATEMENT** (Required for Processing)

**By signing the "Grant Reimbursement Form", the signing agent is verifying that:**

All work performed on this grant/project was completed in conformance with all applicable laws and established procedures. Charges and time sheets submitted are in fact for work completed on this project. All charges have been reviewed and verified by a supervisor and all employee and volunteer hours are being tracked, with support documentation on file and available to any auditing agent.

**NOTE: Reimbursements may take 60-90 days**

