

Pine-Strawberry Fire District

PINE-STRAWBERRY FIRE BOARD REGULAR MEETING MINUTES September 16, 2021

The meeting was called to order at 6:03 pm

- 1) **Pledge of Allegiance**
- 2) **Roll Call** – Present were Board Member - Bruce Dow, Board Chairman- Chuck Ackerman, and Member - Mel Palmer. Members Bob Papke and Dave Burkhart were absent.
- 3) **Presentations** – None
- 4) **Correspondence** – One Letter of thanks was read from an accident victim who wished to thank Captain Zach Graham and his crew for their compassionate care.
- 5) **Call to the Public** –None
- 6) **Approval of Previous Month’s Meeting Minutes**
August, 2021, Regular Meeting Minutes – Melvin Palmer moved to accept the minutes as written and authorize the Board Chairman to sign them. Bruce Dow seconded and the motion passed unanimously.
- 7) **Financial Report** – Approval of Previous Month’s Finances
August, 2021 Financial Reports - Ben Archer-Clowes of the James Vincent Group was in attendance and he presented the financial report to the board. He stated that we are still waiting to hear a decision from Department of Health Services on our request for an Ambulance Rate Increase. Melvin Palmer moved to accept the financial statements and authorize the Board Chairman to sign them. Bruce Dow seconded the motion and it passed unanimously.
- 8) **Fire Chief’s Report**– Including but not limited to:
 - a) **Significant emergency incidents** – Chief Wisner reported on a few serious traffic accidents that we responded to. We had opportunity to call for the new helicopter that is stationed at Banner Payson Hospital, in addition to a Native helicopter – both for the same motorcycle accident.
He also reported on the “Ralls” Fire that was started from a lightning strike on the evening of August 19th, during a rain shower. The US Forest Service was also alerted and sent an engine which determined it had a very low spread potential, and it was too dangerous to hike into that terrain in the dark. The USFS Engine 49 responded at daylight, when it was safe to hike in, and it was contained within a few hours. Chief Wisner posted this information on our Facebook page immediately to reassure residents who could see the smoke that it was NOT a threat and that the fire was being addressed by the US Forest Service.
 - b) **Other non-emergency Fire District Activity** –PSFD Engine 421 covered the Towns of Payson and Star Valley during the “Celebration of Life” memorial for Chief Bramble’s wife on August 28th. Chief Wisner attended the memorial service and offered condolences on behalf of the Pine Strawberry Fire District.

The Fire District is planning a picnic event for October 2nd from 11:00-3:00pm. This is being paid for by a very generous member of our community who wanted to provide this for the Fire Fighters and their families in appreciation for their efforts on the Backbone Fire this summer.

Chief Wisner also reported that in his tenure as our chief, (10 months) we have been awarded \$106,000.00 in grants! He will continue to seek grant funding revenue for our District and to ensure our firefighters have the necessary equipment they need to do their jobs safely. (Great job, Chief Wisner!)

The Fire Marshal's office has reviewed 8 plans, adding 16,364 square feet of construction and totaling \$3,247.74 of revenue.

c) **Progress report on Fire Board directed business activities or projects –**

Work continues on the Personnel Policy revision, and the residential lock-box program/application is in the Board packets for review today.

- d) **Report on emergency call volume from previous month** – responded to 63 calls for service.
- e) **Report on vehicle maintenance from previous month** – \$1,271.99
- f) **Report on training activities from previous month** – No report given.

9) **Other Fire District Related Reports**

- a) District Board Chairman's Report – None
- b) Chaplain's Report – None
- c) Employee Assistance Fund Committee – There have been no disbursements.
- d) PSPRS Board Report – None given.
- e) Firefighter's Association Report – Tommy Cordova reported that in our recent staff meeting, the staff all agree to wanting to reorganize the Firefighters Association. Tommy has volunteered to accept the position of President. A formal meeting will be held within the next few weeks to elect officers.
- f) Labor Organization Report – Tommy Cordova reported that we upstaffed Engine 421 so that we could be available to cover for Payson during the Memorial Service for Chief Bramble's wife.

He also reported that although the real **fear** of Covid-19 is somewhat fading, that we need to remain vigilant in protecting ourselves. He stated that a 40 year old Phoenix firefighter recently lost his battle with Covid-19 and that we need to be careful to stay healthy.

Engineer Cordova further reported that we had four people attend State Fire School in Mesa. Captain Phil Paine – attended classes on New Chiefs training. Engineer Shane Johnson – Modern Fire Attack. Reserve John Lewin attended extrication training, and Tommy himself attended Leadership training classes.

- g) Fossil Creek Access Report – CLOSED due to the Backbone Fire.

10) **Old Business**

- a.) Discussion and possible action related to developing a fee schedule. Chief Wisner reported that he is looking at some other District's fee schedules along with the Department of

Forestry and Fire Management. (DFFM) As he learns more, he will keep the Board up to date. No Board action required at this time.

- b.) Residential Lock Boxes – The Board will hear an update on this topic. Chief Wisner prepared an application form and S.O.G. (Standard Operating Guideline) on how the program would operate. The Board felt it would be good to see if any other Fire Districts had a similar program and what their form looked like. Bruce Dow suggested we have our attorney look at the wording on it to see if it was written so as to protect the District. Chuck Ackerman suggested we compare what we have with some other agencies before we have our attorney look at it. Chief Wisner agreed to see if he can find some other Districts with similar programs to compare ours to and will bring it back to the Board. No action taken.
 - c.) Social Media and Website Responsibilities – the Board will hear an update on this topic. Chief Wisner reported that he, Office Manager, Carmen Wailes, and Fire Marshal, Rick Barnes are listed as the “administrators” on the Facebook page as well as the Website. He also stated that Candi Paine will have access to the Facebook admin page for purposes of promoting the upcoming “Trunk-or-Treat” annual event at the Fire Department.
 - d.) Station 42 Garage Door – the Board will hear an update on this topic. Chief Wisner reported that we currently have two bids for the electric garage door. No action taken.
 - e.) Slide-In for UTV - the Board will hear an update on this topic. Since the UTV will be stored at Strawberry Fire Station 42, the Sheriff’s Office wants the garage door installed prior to storing the UTV there. It is the consensus of staff to get the UTV first, and then order the slide-in after we see that the project is still going forward. No action taken
- 11) **New Business** – Employee Assistance Fund – the Board will review this fund and associated policies, they may direct staff to make changes. After much discussion, the Board decided they would like to wait until the newly organized Firefighters Association meets and determines whether or not they would be willing to manage the Employee’s Assistance Fund and disbursements. No action taken.
- 13) **Future Meeting Date** will be Thursday, October 21, 2021, at 6:00 pm. Items for consideration- Garage Door for St 42, Employee Assistance Fund
- 14) **Adjournment** – Mel Palmer made a motion to adjourn. Bruce Dow seconded the motion and it passed unanimously at 7:40 pm.