

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 BOARD MEETING MINUTES June 18, 2026

- 1. Call to Order:** 1500 Hours (3 pm), 06/18/2026 by Chairman Robert Papke
- 2. Pledge of Allegiance:** Lead by Robert Papke
- 3. Invocation:** Given by Marilyn Bennett
- 4. Roll Call of Board Members:**
 - a. The following PSFD Board Members were present: Chairman Robert (Bob) Papke, Clerk David Burkhart, Bob Bennett, Melvin Palmer, and Tina Trout.
 - b. Also Present: Interim Chief James Stoltenberg, Marilyn Bennett, Helen Palmer, Ben Archer-Clowes of the James Vincent Group (PSFD Finance Advisor), PSFD Staff members from the Pine and Strawberry Stations, and Mitch Lanoue.
- 5. Presentations:** None
- 6. Correspondence:** One message of thanks from community member, Kathryn Chany.
- 7. Call to the Public:** None
- 8. Approval of Previous Minutes:**
 - a. 05/12/2026 Regular Board Meeting -- Melvin Palmer made the motion to accept the 05/12/2026 meeting minutes with future meeting items correction and have the Board Clerk sign them. Bob Bennett 2nd the motion, and the Board voted unanimously to approve the 05/12/2026 meeting minutes.
- 9. Financial Report:**
 - a. Ben Archer-Clowes gave the financial report to the Board.
 - (i) David Burkhart made the motion to approve the financial report as presented and authorized the Board Clerk to sign it. Tina Trout 2nd the motion, and the Board voted unanimously to approve the financial report as presented and authorized the Board Clerk to sign it.
- 10. Fire Chief's Report:** Interim Chief James Stoltenberg presented the Fire Chief's report.
- 11. Other Fire District Related Reports:**
 - a. District's Board Chairman Report and Discussion: Robert Papke: Mr. Papke expressed his thanks for all the hard work that Administrative Assistant Mariella Talor has done with respect to the upcoming "Push-in" and property dedication event.
 - b. Public Safety Personnel Retirement Board Report: David Burkhart: None
 - c. Firefighter's Association Report: Chris Williams briefed on upcoming events
 - d. Labor Organization Report: None
- 12. Old Business:**
 - a. Public Hearing on proposed FY 26-27 District Budget
 - (i) Open public hearing at 15:17 hours (3:17 pm)
 - (ii) There were no comments

- (iii) Closed public hearing at 15:18 hours (3:18 pm)
- b. Discussion and possible action on adoption of the Fiscal Year 26/27 to include the property tax rate and bond rate.
 - (i) Tina Trout made the motion: to approve 2026-2027 budget resolution and have Board members sign it. Bob Bennett 2nd the motion, and the Board voted unanimously to approve the motion.
 - (ii) Tina Trout made the motion to approve the Fiscal Year 26/27 budget as posted and a tax rate of 3.50 and bond rate of .4181. Bob Bennett 2nd the motion, and the Board voted unanimously to approve the motion.
- c. Discussion and possible action on real property acquisition for the proposed (Bond Funded) new Fire station -- No action taken, have on next Board meeting agenda.
- d. Discussion and possible action on putting the New Engine 41 IN SERVICE and potential PUBLIC "push-in" -- No action taken: Push in Schedule for Sat 06/27/2026 at 10 am at Station 41.

Note: Board Chair Robert (Bob) Papke requested the board take a short break. Break started at 16:32 hours (4:32 pm), and the Board returned in session at 16:38 hours (4:38 pm).

- e. Discussion and possible action on selection process for a permanent Fire Chief.
 - (i) The Board went into an executive session to discuss a personal issue.
 - (1) Executive session started at 16:59 hours (4:59 pm)
 - (2) Items discussed Fire Chief Hiring and selection procedures
 - (3) Interviews questions
 - (4) Interview Board
 - (5) Interview lengths
 - (6) Soliciting input from PSFD staff members.
 - (7) Executive session ended at 17:45 hours (5:45 pm)
 - (ii) After the executive session the Board agreed to schedule a special board meeting on Monday June 29, 2026, at 1400 hours (2 pm) to go over the interview questions, interview length, and possible interview date.
 - (iii) David Burkhart made the motion to have two District employees sit on the interview board, and that be Captain Paul Voakes and Office Manager Carmen Wailes be those employees. Bob Bennett 2nd the motion, and the Board voted unanimously to approve the motion.
 - (iv) David Burkhart made the motion to have the PSFD staff submit confidential letters on their thoughts, like, and dislike the three Fire Chief applicants by Sunday 06/28/2026. Letters can be placed in the locked HIPAA box. Tina Trout 2nd the motion, and the Board voted unanimously to approve the motion.

13. New Business

- a. Discussion and possible action on Letter of Support for the DW Tower in Strawberry.
 - (i)) Interim Chief James Stoltenberg briefed on the location, requirements and need for the DW Tower.
 - (ii) David Burkhart made the motion to authorize the Fire Chief to write and submit a letter for the Board Support of the DW Tower in Strawberry. Bob Bennett 2nd the motion, and the Board voted unanimously to approve the motion.
- b. Discussion and possible action on Pension Policy approval -- No Action Taken. Have on next Board meeting agenda.
- c. Discussion and possible action Insurance policy.
 - (i) Interim Chief James Stoltenberg briefed the Board on changing the District General Liability Insurance provided. He showed the coverage difference in VFIS and ESIP (current provider) and the savings made by switching to VFIS.
 - (ii) David Burkhart made the motion to switch insurance provider to VFIS effective 07/01/2026. Tina Trout 2nd the motion, and the Board voted unanimously to approve the motion.
- d. Discussion and possible adoption of Policy edits or additions to the following Policies.
 - (i) The Policy Committee (Melvin Palmer) requested that the following policies be tabled till the next board meeting.
 - (1) 2.2 Disciplinary Action Program

- (2) 2.10 Fire Chief Evaluation
- (3) 4.8 Jury and Court Time
- (4) 4.16 PEHP Program
- (ii) The Fire Board reviewed and took action on the following policies submitted by the Policy Committee.
 - (a) 2.5 Light Duty Assignment: Melvin Palmer made a motion to approved policy 2.5 with an effective date of 07/03/2026. David Burkhart 2nd the motion, and the Board voted unanimously to approve the motion.
 - (b) 3.3 Prohibition of Harassment: David Burkhart made a motion to approved policy 3.3 with an effective date of 07/03/2026. Tina Trout 2nd the motion, and the Board voted unanimously to approve the motion.
 - (c) 3.7 Cyber Security: Tina Trout made a motion to approved policy 3.7 with an effective date of 07/03/2026. Bob Bennett 2nd the motion, and the Board voted unanimously to approve the motion.
 - (d) 3.8 Legal Summons & Subpoena: David Burkhart made a motion to approved policy 3.8 with an effective date of 07/03/2026. Bob Bennett 2nd the motion, and the Board voted unanimously to approve the motion.

14. Future Board Meeting Agenda Items and Next Meeting Date:

- a. Special Board meeting on Monday, 06/29/2026 at 1400 hours (2 pm) at the Pine-Strawberry Fire District Fire Station 41 Conference room, 6198 Hardscrabble Mesa Rd, Pine AZ.
 - (i) Agenda items to include but not limited to: Discussion and possible action on selection process for a permanent Fire Chief including interview questions, interview lengths, and interview dates.
- b. General Board meeting scheduled for Thurs. 07/23/2026 at 1500 Hours (3 pm), at the Pine-Strawberry Fire District Fire Station 41 Conference room, 6198 Hardscrabble Mesa Rd, Pine AZ.
 - (i) Agenda items to include but not limited to: 12 c, 12 e, 13 b, 13 d(i), Bond Fuel Route Program.

15. Adjournment:

- a. Bob Bennett made a motion to adjourn. Tina Trout 2nd the motion, and the Board voted unanimously to adjourned at 17:56 Hours (5:56 pm).

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Pine-Strawberry Fire District

PINE-STRAWBERRY FIRE DISTRICT BOARD MEETING MINUTES May 12, 2026

- 1. Call to Order:** 1500 Hours (3 pm), 05/12/2026 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, Member Bob Bennett, Member Melvin Palmer, and Member Tina Trout.
 - b. Also Present: Interim Chief James Stoltenberg, Marylin Bennett, Helen Palmer, Ben Archer-Clowes of the James Vincent Group (PSFD Finance Advisor), PSFD Staff members from the Pine and Strawberry Stations, Garrett Turley (PSFD Member Off Duty), John Lewis (PSFD Member Off Duty), Dominic Masse' (PSFD Member Off Duty), and Anita Masse'.
 - c. On Zoom: Jacob York with James Vincent Group (PSFD Finance Advisor) and Troy Shill (PSFD Member Off Duty).
- 5. Presentations:** None
- 6. Correspondence:** None
- 7. Call the Public:** PSFD Member Off Duty Trey (Nicholas) Shill and James Vincent Group Accountant Jacob York were present via Zoom.
- 8. Approval of Previous Minutes:**
 - a. 04/16/2026 Regular Board Meeting.
 - b. 04/28/2026 Special Board Meeting.

Member Tina Trout made the motion to approve both the 4/16/2026 Regular Board Meeting minutes and the 04/28/2026 Special Board Meeting minutes and have the Board Clerk sign them. Bob Bennett 2nd the motion, and the Board voted unanimously to approve the 04/16/2026 and 04/28/2026 meeting minutes.
- 9. Financial Report:**
 - a. Ben Archer-Clowes gave the April financial report to the Board.
 - (i) Board Clerk David Burkhart made the motion to approve the financial report as presented and authorized the Board Clerk to sign. Member Bob Bennett 2nd the motion, and the Board voted unanimously to approve the financial report as presented and authorized the Board Clerk to sign it.
- 10. Fire Chief's Report:** Interim Chief James Stoltenberg presented the Fire Chief's report. (See attached report.)

PS10#3

11. 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: Garrett Turley briefed on upcoming events; David Burkhart asked about the FFA conducting a community CPR class
- d. Labor Organization Report: Garrett Turley briefed on Local Union activity

12. Old Business:

- a. Discussion and possible action on closing of first sale of General Obligation Bonds.
 - (i) No action required or taken; tabled until the next Regular Board Meeting.
- b. Discussion and possible action on real property acquisition for the proposed (Bond-Funded) new Pine Fire station.
 - (i) Robert Papke briefed the board that the land was ready for purchase.
 - (ii) Robert Papke made the motion "I move that Chairman Robert Papke, Captain Paul Voakes, and/or Interim Fire Chief James Stoltenberg be authorized to execute and to sign on behalf of the District any agreements, contracts, or documents necessary to purchase the parcel of real property previously (February 2026) agreed upon and described on behalf of the District, and that staff be directed to process payment for that property not to exceed \$303,894.40 plus any closing, title, escrow, or other necessary fees from the General Obligation Bond Funds, and that the District staff and/or Board Chairman be directed to execute any other required steps required to secure full and legal transfer of the property to the District."
 - David Burkhart 2nd the motion, and the Board voted unanimously to approve the motion.
- c. Discussion and possible action on putting the New Engine 41 IN SERVICE and potential PUBLIC "push-in".
 - (i) Training is almost complete; looking at Sat. 06/20/2026 for the push-in event. No action taken.
- d. Discussion and possible action on other Bond funded capital purchases.
 - (i) Ben Archer-Clowes briefed that the Bond money was received and the County has it and is establishing an account for the District. The fund will then be placed into the account. This should be done by end of month. No action taken; tabled until next Regular Board Meeting.
- e. Discussion and possible action on formalizing the selection process for a Permanent Fire Chief to include the designation of District Members and Board Members to specific tasks related to the process.
 - (i) Robert Papke briefed the Board on the progress of the recruitment and went over a time line for actions that need to be taken.
 - (ii) Robert Papke asked for volunteers to start reviewing applications. Nathan Lynch and Garrett Turley (PSFD Members) volunteered. David Burkhart and Bob Bennett (PSFD Board Members) volunteered.
 - (iii) Robert Papke briefed the volunteers on getting their password to access Public Safety Answers to review received applications. Further action tabled until next Regular Board Meeting.
- f. Discussion and possible action on adoption of a tentative budget for Fiscal Year 26/27 to include the setting of the property tax rate.
 - (i) Ben Archer-Clowes went over the tentative 26/27 Fiscal Year budget and answered questions from the Board members. The questions were related to Training and Wildland monies; all questions were answered.
 - (ii) David Burkhart made a motion to approve the tentative Fiscal Year 26/27 budget and post the budget as required and approve the 3.50% property tax rate and the 0.4181% Bond tax rate. Tina Trout 2nd the motion, and the Board voted unanimously to approve the motion.

Ps 20F3

13. New Business

- a. Discussion and possible action on setting the Bond Tax Rate.
 - (i) Action was taken under Old Business, Item 12. F.
- b. Discussion and possible adoption of Policy edits or additions to the following Policies:
 - (i) The Policy Committee requested that this item be tabled and addressed at the next Board meeting.
 - (ii) David Burkhart requested to address some issues he found so the committee can work on them at their next meeting.
 - (a) 2.2 Disciplinary Action Program, Performance Improvement Plan forms – Policy 2.2 does not address PIP, so there must be a policy to describe how, when, and for what PIP can be used.
 - (b) 2.10 Fire Chief's Evaluation, removing forms A & B from the policy – It was explained why these forms are attached to the policy and why they should remain so.
 - (c) 3.3 Prohibition of Harassment – Since the format of the policy was changed, the policy is required to have a new revision approval and effective date.
 - (d) 3.8 Legal Summons & Subpoena – No changes suggested; great written policy.
 - (e) 4.8 Jury and Court Time – Since the original policy was changed to two separate policies, these new policies need to have a new revision approval and effective date.
 - (f) 2.5 Light Duty Assignment – Why only if on Workers' Compensation, so expand to non-work-related. Also, should include something about receiving work limitations from the member's medical team. Also, should have something about how LDA cannot interfere with Doctor or Physical Therapy appointments.

14. Future Board Meeting Agenda Items and Next Meeting Date:

- a. General Board meeting scheduled for Thursday, 6/18/2026, at 3:00pm at the Pine-Strawberry Fire District Fire Station 41 Conference room, 6198 Hardscrabble Mesa Rd, Pine, AZ.
- b. Agenda Items will include but not limited to: Items 12 a, 12 b, 12 c, 12 d, 12 f, 13 a, 13 b

15. Adjournment: David Burkhart made a motion to adjourn the meeting, and Bob Bennett 2nd the motion. The Board voted unanimously to adjourn at 4:22 pm.

PS 30 F3
REVIEWED &
APPROVED
06/18/2026

Pineberry Mini Storage

P O Box 999

PINE, ARIZONA 85544

4140 N. Hwy 87 – 928.476.3414

Kathryn Chaney, Owner/Manager: cell: 602.826.0554

June 18, 2026

Pine-Strawberry Fire District Station 41 - (928) 476-4272
Pine Station 41
6198 Hardscrabble Mesa Road, Pine, Arizona 85544, United States
Strawberry Station 42
8543 Fossil Creek Road, Strawberry, Arizona, 85544.

To all Line & Support Staff,

I want to let you know how much you are appreciated and personally thank you for the care you have provided to myself and my late husband, Doyle Chaney. Please know you make a huge difference in our communities.

On June 10 you responded to an emergency contact via my Apple Watch relating to a fall. Your professional care was outstanding, however, you went above and beyond personal care by securing the safety of my dog and my home. When I returned from the ER I expected to face the horrible bloody mess my headwound had created. Instead, I found a pristine accident scene with the blood washed away, thereby not staining the concrete. I had endured all the necessary procedures without (much) of a whimper, but seeing what you had done, broke me. I finally gave way to the tears I had refused to shed all day. Words are inadequate to tell you how much this act of kindness meant to me.

Please accept the individual enclosed gift certificates as a small token of my respect and appreciation for what you do for our communities. Stay Strong and Stay Safe!

Regards,


Kathryn (Kathy) Chaney



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



Monthly Financial Report – May 2026

Attached are the following for your information and review:

1. Balance Sheet as of May 31, 2026.
2. Summary of Reconciled Cash Balances as of May 31, 2026.
3. Income Statement of Revenues and Expenditures for May 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 May is \$191,406 which is \$167,041 under budget. ✓
 - Tax Revenue is \$126,817 which is \$146,342 under budget.
 - Non-Tax Revenue is \$64,589 which is \$20,699 under budget.
- Expenses for May totaled \$256,011 which is under budget by \$44,941.
- Year to Date Revenue is \$4,281,986 which is over budget by \$261,556.
- Year to Date Expense is \$3,769,915 which is over budget by \$215,542.

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

06/18/2026
Date



Pine-Strawberry Fire District

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Fire Chief's Report -June 2026

Emergency Activity

- Total Dispatches for May – **62** calls for service
- 9 Fire Calls
 - 3 false alarms
 - 5 Fire types
 - 1 LEO standby
- 48 EMS Calls

May 2026 there were **65** calls for service, Year-To-Date: **287**

Vehicle Report

- B413- Replaced and updated radio. Minor modifications done to the mounting bracket and new power wire run. Programing was done in-house with the help of FF Conway.
- T42- Discharge #1 failure to shut. After closer inspection, a set screw had backed out on the linage preventing a full range of motion. The screw was fastened into housing using appropriate techniques. Discharge #1 was tested for functionality without any issues, all other interior linkages inspected and cleaned without notable findings. – In house repair
- New E41
 - Clean cab seats installed with the old SCBA returned to FTS for a minor discount on the new seats.
 - The front captain's seat was a straightforward replacement.
 - The old rear seats had the SCBA mechanism that had to be disassembled and removed from the truck while the new seats had to be supported with a new mounting system. – Fabrication done in house.
 - Extrication equipment mounted to the right rear compartment. Minor fabrication completed to support the extrication tools in place.

- Rope rescue equipment had a fastener strap installed. Shelves in the truck cab moved to accommodate the medical equipment. - \$45 in aluminum- fabrication done in house.
 - Reconfigure ladder rack to hold 24-foot ladder properly. To include re-positioning mounts, side brackets and horns for centering. (In house)
- Purchases
 - Coolent for Engines \$52.99
 - Pump Testing invoice \$3,245.32
 - E42 Seirra Ancha Customs come up due to no starting condition. Replaced Starter and solenoid and repaired cab lift system. \$2231.42
 - E41 Seats \$1047.36
- **Budget acct 6110 total \$5,529.73**
Budget acct 1210 total \$1,047.36

Training Report

- Fire Rescue1: Elderly falls for ALS/BLS providers
- Fire Rescue1: VEIS Fire Tactics
- MCS #11 Two persons fire attack/SLICERS
- MCS #002 Accountability
- Med1: Tape & Charts via Teams or BPMC 9Pediatrics)
- Finished Apparatus Rodeo and drive time (E41)

Plan Reviews: The PSFD Fire Marshall reviewed 3 plans this month with a total addition of 2731 sq ft. to the district. The total fees collected this month were \$378.96 and year-to-date total: \$9,299.64.

Significant events:

- Mutual Aid request for wildland fire on the 87 with Blue Ridge Fire and the Coconino National Forest Service – T41, B413, & C4 responded and assisted



PINE-STRAWBERRY FIRE DISTRICT
Final Adopted - Budget Summary
Fiscal Year 2027

Tax Levy Revenues

Real Estate	3,330,884
Fire District Assistance Tax	250,634
Total Tax Revenues \$	<u>3,581,518</u>

Non Tax Levy Revenues

Charges for Services	625,000
Grant	100,000
Other Revenue	122,000
Transfers In	3,360,000
Total Non Tax Levy Revenues \$	<u>4,207,000</u>
Total Revenues \$	<u>7,788,518</u>

Expenses

Personnel Costs	3,571,771
Buildings & Land	67,000
Vehicles & Equipment	138,000
Communications & IT	78,800
Travel & Training	127,584
Managerial	161,575
Grant	100,000
Debt Service	64,975
Capital Outlay	3,360,000
Reserve/Funding	118,812
Total Expenses	<u>7,788,518</u>

Estimated Assessed Valuation \$	95,168,100
Proposed Tax Rate \$	3.5000
General Obligation Bond Tax Rate \$	0.4181



Bob Papke
Board Chair, Pine-Strawberry Fire District

7-2-26
Date



Pine-Strawberry Fire District

P.O. Box 441 □ Pine, Arizona 85544
Phone: (928) 476-4272 □ Fax: (928) 476-4634
Website: www.psfdez.com

April 1, 2024

Letter of Support

To Whom It May Concern:

I wish to take this opportunity to express our support for the construction of a cellular communications tower in the community of Strawberry.

As the primary emergency response agency in the community of Strawberry, it is imperative that we have reliable cellular communications. The addition of this proposed site would enhance the poor, spotty, and almost nonexistent service currently provided to this area and allow the over one thousand residents of Strawberry to obtain reliable cellular service.

The poor cellular service is not only an issue for emergency response teams but also for the public. These stated deficiencies deprive the public of emergency alerts from the Gila County Emergency Management, "Ready Gila Alert" System when there is a catastrophic emergency in their area.

Our area is also visited by thousands of tourists throughout the year looking to recreate in our beautiful area. This influx can increase the population by thousands, depending on the season (even more so on holiday weekends). These visitors do not currently have access to reliable cellular service to obtain emergency services or find much needed information.

We sincerely hope DW Towers considers the opportunity to place a cellular tower here, as it would be of great benefit to the community of Strawberry, its first responders, and the public and tourists who vacation here.

If you have any questions, please feel free to contact me.

Respectfully,

Joel Brandt

Fire Chief, Pine Strawberry Fire District