

Pine-Strawberry Fire District

PINE-STRAWBERRY FIRE DISTRICT & TONTO BASIN FIRE DISTRICT JOINT FIRE BOARD SPECIAL MEETING MINUTES February 4, 2026

1. Call to Order: The Special Joint Board Meeting held between Tonto Basin Fire District (TBFD) and Pine-Strawberry Fire District (PSFD) was called to order at 1000 hours by TBFD Chairman John France at Payson Fire Station #11, 400 W. Main St., Payson, Arizona.

2. Pledge of Allegiance: Led by John France.

3. 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 Board Member Melvin Palmer.

b. The following TBFD Board Members were present: Chairman John France, Clerk Brian Nail, Secretary/Treasurer Robert Cooper, Board Member Ilene Hailey, and Board Member Clifford "Cliff" Metz.

c. Also Present: TBFD Chief James Stoltenberg, Interim PSFD Chief Paul Voakes, PSFD Firefighter Dan Green, TBFD Board Member at large Debra "Deb" Morris, Junior Morris, Marilyn Bennett. Present via Zoom were Attorney Jeff Matura, Jarrett Cline, and other PSFD staff.

4. New Business:

a. A joint meeting with the Board of the Tonto Basin Fire District to discuss and possible take action on sharing the services of a Fire Chief on an interim basis.

The Board members, TBFD Chief James Stoltenberg, Interim PSFD Chief Paul Voakes, and Attorney Jeff Matura discussed the potential contract for a 6 Month Interim Intergovernmental Shared Services Agreement for Fire Chief's Services between Tonto Basin Fire District (TBFD) and Pine-Strawberry Fire District (PSFD).

TBFD Chief James Stoltenberg and Attorney Matura reviewed the proposed contract. TBFD and PSFD Board Members asked questions to clarify certain sections of the potential contract. TBFD and PSFD Board Members also requested some potential changes to the contract including the following:

- PSFD Board Members requested that a line item 6 be added to Section 2 under the PSFD's Responsibilities and Obligations on page 2. This line item would state: "PSFD agrees to provide the availability of a PSFD vehicle designated for the Fire Chief during the term of this Agreement. PSFD agrees to pay for fuel and maintenance costs during the term of the Agreement." Chief Stoltenberg and Attorney Matura will modify the verbiage.

- TBFD Board Member asked a question about the PSFD Auto insurance coverage for contract employees. Interim PSFD Chief Paul Voakes will check this.
- PSFD Chairman Bob Papke requested a change on page 3 under Section 2, jointly the TBFD and PSFD Mutually Agree, item 3. The PSFD Board by-laws state that the PSFD Chairman is the CEO of PSFD and not the Fire Chief. Chief Stoltenberg and Attorney Matura will modify the verbiage.
- PSFD Board Members requested that the verbiage under Section 5, Duties, page 4 be modified to remove the word “solely” and to ensure that the Chief works under the guidance of the Board/s. Chief Stoltenberg and Attorney Matura will modify the verbiage.
- Chief Stoltenberg will add the mailing address, P.O. Boxes, for both TBFD and PSFD under Section 9, Termination on page 5.
- Both Boards agreed that there needed to be a “Pause of Contract” mechanism added to the contract to protect each Board during unforeseen events. Chief Stoltenberg and Attorney Matura will modify the verbiage.

TBFD Chairman John France called for a break at 1105 hours.

TBFD Chairman John France called the Special Session back to order at 1114 hours.

5. New Business Continued:

Chief Stoltenberg reviewed the cost breakdown for both the TBFD and PSFD Fire Chiefs. This included Fire Chief Salaries and benefits for both Fire Districts. The cost breakdown also included some potential cost sharing and savings options for both Fire Districts. The Chief said to scratch the \$8,662.56 and \$84,432.56 on Attachment A.

Following the cost breakdown review it was agreed that both Boards would need to hold their own internal Board Meetings to further discuss the potential Interim Intergovernmental Shared Services Agreement for the Fire Chief’s Services between Tonto Basin Fire District (TBFD) and Pine-Strawberry Fire District (PSFD) and the potential cost sharing addendum to the contract.

It was also agreed by both Boards that another joint TBFD and PSFD Board Meeting on the potential contract and cost breakdown would be held at Payson Fire District Station 11 on February 11, 2026, at 1300 hours.

6. Future Board Meeting Date:

Special Meetings –

Wednesday, February 11, 2026, at 1:00 pm. This meeting will be held at the Payson Fire Station #11 located at 400 W. Main Street, Payson, Arizona.

7. Items for discussion:

- a. A joint meeting with the Board of the Tonto Basin Fire District to discuss and possible take action on sharing the services of a Fire Chief on an interim basis.

8. Adjournment: A motion to adjourn was made by TBFD Board Member Cliff Metz and seconded by TBFD Board Member Robert Cooper. The vote to adjourn was unanimously adopted, and the meeting adjourned at 1135 hours.