

Pine-Strawberry Fire District

PINE-STRAWBERRY FIRE BOARD REGULAR MEETING MINUTES

March 20, 2025

The meeting was called to order at 3:00 pm.

1) **Pledge of Allegiance**

- 2) **Roll Call** – Present were Board Clerk - Bob Papke, Member - Bob Bennett, Board Chairman - Chuck Ackerman, Member - Dave Burkhart, and Member - Melvin Palmer.

- 3) **Presentations – Pinning Ceremony** – Chief Joel Brandt led the swearing in ceremony for Firefighter Chris Williamson, Firefighter Slade Conway, and Firefighter Connor True. The three new firefighters along with Engineer Dan Green, Engineer Dominic Masse', Captain Nathan Lynch, Captain Garrett Turley were “pinned” by their chosen family members. Congratulations to our three new Firefighters and to our newly promoted Engineers and Captains!

Board Chairman Chuck Ackerman made a motion to recess for a time of celebration and pictures at 3:40. Bob Bennett seconded the motion, and it passed unanimously.

The Board Meeting was called back to order at 4:00 by Chairman Ackerman.

- 4) **Correspondence** –None.

- 5) **Call to the Public** – Elsa Steffanson of Pine Strawberry Fuels Reduction reported that the final link in the 21-mile loop trail surrounding Pine has been completed and there will be a “Grand Opening” run/ride/hike event this Saturday, March 22nd at 10:30 am.

6) **Approval of Previous Minutes**

February 20, 2025 – Regular Meeting Minutes – Dave Burkhart made a motion to accept the minutes as written. Chuck Ackerman seconded the motion, and it passed unanimously.

- 7) **Financial Report of February 2025** – Ben Archer-Clowes of the James Vincent Group was in attendance and presented the financials for February. Dave Burkhart made a motion to approve the financial report as given and to authorize the Board Clerk to sign. Mel Palmer seconded the motion, and it passed unanimously. (See attached Financial Report.)

- 8) **Fire Chief's Report** – Including but not limited to: (See attached Fire Chief's Report.)

Emergency Activity-

Total Dispatches for February = 46 Total Calls for Service - Previous Month 63

32 Rescue and EMS
0 Fires
9 Misc. Service Calls
1 Hazardous
4 Motor Vehicle Accidents

Training Report – Total training hours completed this month were 350 hours.

The Fire Marshal's Report – The Fire Marshal's office reviewed 5 sets of plans, adding 6,586 square feet of construction, and totaling \$1,304 of revenue.

Vehicle Report – 5 District vehicles were serviced this month for a total of \$4,670.40. All District vehicles are currently in service.

9) **Other Fire District Related Reports**

- a) **District Board Chairman's Report** – None.
- b) **Public Safety Personnel Retirement System Local Board Report** – The PSPRS Local Board will be meeting soon to review the medical report for one recently hired employee.
- c) **Firefighter's Association Report** – None.
- d) **Labor Organization Report** – None.

10) **Old Business –**

- a) **Discussion and update on Bond Issuance** – Two Committees have been formed. The PAC (Political Action Committee) currently has four people serving on it. There will be many more who will be added to the committee as things progress. Their first meeting is scheduled for March 31st.
The other committee will be drafting plans for what the new building will look like: floor plan, civil engineering, general elevations, etc.
- b) **Discussion and possible action on adding the practice of seating newly elected Board Members on December 1st of election years to the Board bylaws** – Tabled until next month. No action taken.

11) **New Business –**

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

- a) **Discussion/possible action on Policy 1.1 Policy and S.O.G. Management**
Policy Committee Chairman Bob Papke advised the Board that a few grammatical changes were made to this policy while reviewing it. No Board action was needed – Just the Board Chairman's signature and effective date. No action taken.
- b) **Discussion/possible action on donation of equipment to Water Wheel Fire Department**
Chief Brandt reported to the Board that we have had an old water tank sitting behind the Administrative building for years. It is not in use and has no value to us. Water Wheel has made known to us their need for a water tank of that size. Dave Burkhart made a motion to donate the old 500-gallon water tank to Water Wheel Fire Department. Mel Palmer seconded the motion, and it passed unanimously.
- c) **Discussion/possible action on Memorandum of Understanding with Pointe Communications for repeater space at Station 41**

Chief Brandt reported that as we heard in the January Board Meeting, Woody Phillips of the Pine-Strawberry Neighborhood Radio Watch had stated that they received a repeater for radio communications during an emergency. The Neighborhood Radio Watch in conjunction with C.E.R.T. would like to house the repeater in the training room at Station 41 and use our antenna. Chief Brandt is recommending that a Memorandum of Understanding be drafted and signed, relieving the District of any responsibility for the equipment and the use terms of use. There would be no cost to the District.

Dave Burkhart made a motion that the Chief be directed to draft and sign a Memorandum of Understanding with Pointe Communications regarding the placement of an emergency radio repeater at Station 41. Chuck Ackerman seconded the motion, and it passed unanimously.

- 12) **Future Board Meeting Date** – April 17, 2025, at 2:00pm – for Budget workshop, then Regular Board Meeting.

Items for discussion – Budget Workshop, Pinning Ceremony, Board Bylaws, Bond Issue.

- 13) **Adjournment:** Chuck Ackerman made a motion to adjourn. Bob Bennett seconded the motion, and it passed unanimously at 4:57 pm.

cw



Pine- Strawberry Fire District

6198 W Hardscrabble Mesa Rd
Pine, AZ 85544



Monthly Financial Report – February 2025

Attached are the following for your information and review:

1. Balance Sheet as of February 28, 2025.
2. Summary of Reconciled Cash Balances as of February 28, 2025.
3. Income Statement of Revenues and Expenditures for February 2025 including budget to actual and year- to-date balances.
4. Income and Expenses Graph FY25.
5. Monthly Disbursement Report.
6. 12-Month Cash Flow.

Key points:

- Revenue for February is \$345,184 which is \$170,754 over budget.
 - Tax Revenue is \$232,919 which is \$148,781 over budget.
 - Non-Tax Revenue for February is \$112,265 which is \$21,973 over budget.
- Expenses for February totaled \$304,151 which is over budget by \$44,555.
- Year to Date Revenue is \$2,928,075 which is over budget by \$282,523.
- Year to Date Expenses is \$2,796,314 which is over budget by \$218,861.

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

3-20-25

Date



Pine-Strawberry Fire District

P.O. Box 441 □ Pine, Arizona 85544
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Fire Chief's Report - March 2025

Emergency Activity – Total Dispatches for February = 46 calls for service

0 Fire Calls
32 EMS Calls
1 Gas Leak/Hazmat/Electric
4 Motor Vehicle Accidents
9 Misc. calls for service
Last month there were 63 calls for service.

Vehicle Report – 5 District vehicles had minor service this month. A-43, E-413, and E-426 had their batteries replaced. E-41 had its rear tires replaced and C-41 got an oil change. \$4,670.40 was spent on vehicle maintenance this month, and all District vehicles are in service.

Training Report - Total training hours completed this month were 350 hours reported for all career members, and 20 hours reported for reserve members.

Plan Reviews – The PSFD Fire Marshall reviewed 5 sets of plans this month with a total addition of 6,586 SQ FT. The total fees collected this month were a total of \$1,304.

Significant Incidents and Events:

- We are completing the pre-award work for the DFFM 90/10 Fuels Reduction Grant. This grant was submitted in June for \$668,000, and we will begin work as soon as possible.
- We have ordered all the necessary parts for the new brush truck and plan to have it ready for the upcoming fire season.
- The crews are moving bunk rooms around and putting new floors in.
- We have had to do a few more fixes to stop the flooding at ST 41.

- New Hire testing will be completed this week.
- We have applied for a new water tender for \$400,000 on a DFFM grant.
- We have applied to GOHS for a new set of extrication gear for \$65,000.
- We have applied to Gila River Indian Community for a new cardiac monitor for \$45,000.