

Regular Meeting of Pinetop Fire Board
Monday August 20,2018
Pinetop Fire District Station 110
1845 S. Pine Lake Rd, Pinetop AZ 85935

I. Call the meeting to Order: Ed Cibbarelli called the meeting to order at 5:00 pm

Roll Call of Board Members 500:pm: Ed Cibbarelli, Doug Wright, Carla Bowen, John Rowlinson and Kurt Alcumbrac (after sworn in)

II. Call to the Public: None

III. Consent Agenda

The items on the consent agenda are considered routine and will be adopted in one motion unless a board member, staff, or member of the public in the audience requests, before the vote on the motion, to have the item considered separately. If any item is removed from the Consent Agenda, the Board Chairman will indicate when it will be discussed in the regular agenda.

1. Approval of Minutes of Board Meeting held on July 16, 2018
2. Approval of Warrants paid in July 2018
Carla Bowen made the motion to approve the consent agenda as presented, seconded by Doug Wright, motion carried 4-0

IV. Board Business:

1. Discussion/Consideration/Possible action: Swearing in of appointed board member Kurt Alcumbrac.

Kurt Alcumbrac was sworn in as our new board member taking Ronny Deming's place.
Welcome - Mr. Alcumbrac to Pinetop Fire District.

2. Discussion/Consideration/Possible Action re: Presentation of July Financial Reports

Steven Rodriguez from the James Vincent Group by teleconference presented the July Financial Reports, all copies included in the packets.

Answering a question from Chief Morgan about gathering information for the financial reports, Steven Rodriguez explained how they used prior years to project going forward with the monthly averages and trends. Chief Morgan also explained process for Mr. Alcumbrac.

Doug Wright asked for monthly to yearly comparisons to provide a more accurate view of where PFD is financially, he said it was easier to understand when they could actually see the trends.

Steven Rodriguez completed his review of the financial expenses, revenues and reports.
There were no questions

John Rowlinson made a motion to approve the financial reports as presented, Doug Wright seconded the motion. Motion passed unanimously 5-0

3. Discussion/Consideration/Possible Action re: Consent and Waiver, Addendum to Lease Purchase Agreement, Resolution 18-5 and Certificate of Authority relating to the Lease Purchase Agreement for Capital purchases for \$1027,000.00 with ZB,NA

Chief Morgan, explained that for several years we have had a Capital replacement plan in place, he explained that we weren't able to purchase last fiscal year in order evaluate the cuts, savings, and economic conditions in order to stay independent as a district. He explained that

we have established a long-term budgetary plan that improves the financial stability, and explained some of the efforts. One of the things Chief Morgan would like to accomplish is getting a lease/purchase agreement plan in place to execute the purchases of several large capital expenditures that the district needs badly this year. He told the board that he has been in discussion with ZB,NA dba National Bank of Arizona about financial capital expenditures possibilities.

The purchases we hope to tackle this year are;

- 1- Type 1 Engine Pumper \$650,000.00,
- 2- 1- Type 1 Rescue \$175,000.00,
- 3- 1- Emergency Generator \$65,000.00,
- 4- 2 – Small response vehicles \$120,000.00 and
- 5- Response IT improvements which total approx. \$17,000.00.

This financial package will provide some strength with vendors and manufactures and provide short term cash flow needed to reimburse the AFG SCBA grant we just received. This financial package will benefit the district in many ways and improve service to our tax payers. We probably shouldn't delay these purchases any longer or our service could start to suffer. For example, our front-line Engine today already is up to 35 points, this is really pushing its life expectancy. Also, the longer you keep vehicles the less monetary value you receive back from them and sometimes they end up selling for parts only, we need to act as soon as possible for at least those two reasons.

He explained how our support fleet is lacking and we are down a vehicle. These vehicles are used for many things, one being training and transporting crews to wildland fires, we need to replace them before we experience events such as with the suburban blowing an engine this year.

Carla Bowen had questions on the selection process with different apparatus. Chief Morgan told her we would have a third party come in and evaluate the vehicles, we wouldn't evaluate them ourselves – there are professionals that inspect them and make determinations on life expectancies of apparatus.

There was discussion with Attorney Bill Whittington about the Certificate of authority and Consent Waiver, it was decided to add these to the amendment.

The Apparatus committee has been meeting for approximately 6 months. Chairman Cibbarelli said that the budget already projected the payments and expenditures were below budgeted costs.

Doug Wright made a motion to adopt resolution 18-5 Lease/Purchase Agreement with Zion Bank for the amount of \$1,027,000.00 and to approve the Consent Waiver and Certificate of Authority as presented. Seconded by John Rowlinson, Motion carried unanimously 5-0

Mr. Alcumbrac asked if everything needed for the apparatus came with the equipment when it is ordered or if you had to purchase needed items separately – such as pike poles, axes, hoses etc. Chief Morgan explained that we would probably have to purchase most of the added equipment separately.

4. *Discussion/Consideration/Possible Action re: Appointing one board member and two citizens to serve on the local PSPRS pension board.*

Chief Morgan; We have had transitions, many changes and Pension reforms this last year, now we need to get our PSPRS Board meeting regularly so we aren't in violation of state statutes. As a board, one of the duties is to appoint a board representative to sit on the local PSPRS Pension board. This board reviews and approves members who are seeking retirement, medical retirement, and new hires. This board should meet at least twice a year to conduct Pension business. The board chair can appoint a member from the board as the representative. There

should be five voting members and one non- voting member (secretary). One representative from the board two public safety members (by secret ballot) and two citizens from the public appointed by the board. We have two citizens who are willing to serve. Sue Wood and Meghan Berlin, Dan Diamond was interested but has since pulled his consideration. The current voting members are Jimmy Meek and Wayne Hemmings and the non-voting secretary member is Chad Berlin. John Rowlinson was appointed and agreed to be the board representative. Carla Bowen made a motion to appoint John Rowlinson, Sue Wood and Meghan Berlin to the Public Safety Personnel Retirement System local board in accordance with A.R.S. 38-847. Seconded by Doug Wright, Motion passed unanimously 5-0

5. Discussion/Consideration/Possible Action re: Ratification of accepting an Assistance to Firefighters Grant for Regional SCBA replacement in the amount of \$744,546.00

Chief Morgan, the actual amount of the grant should be \$819,000.00 it was incorrectly entered on the agenda. The amount listed on the agenda is actually the Federal Share of the Grant. We have been working on needed alternative revenue sources to accomplish various projects. Chief Morgan has written and submitted several grants, VFA, WFHF, AFG, SHGP and Tribal prop 202. PFD was notified July 27th that we were selected to receive an award for Firefighter Safety PPE SCBA's. This grant is in the amount of \$819,000.00 and is a regional grant that will provide SCBA replacements for six fire agencies. The timing of the grant required an electronic acceptance, Chief Morgan has already accepted it on July 30, 2018, there wasn't time to notify everyone as it had to be done promptly after notification.

The 6 agencies include: Forest Lakes. Taylor-Snowflake, Timber Mesa, Heber Overgaard, Pinedale-Clay Springs, and PFD. This grant has a 10% match by all participants, the six participants all signed an MOU to participate. Grant awarded 126 SCBA packs, masks, voice amplifiers and cylinders to be purchased and distributed to all partners. PFD uses a different brand than the others but all are covered in the grant. Pinetop Fire District portion of the award is approximately \$143,000.00 and we have a 10% match at approximately \$14,300.00. Due to total grant amount (Larger then 750,000.00) we need to conduct an A-133 single audit. The audit cost of about \$3,500.00 will be absorbed by all participants and will be added to our annual audit cost.

All equipment will be covered under our risk insurance exchanging the place of our old equipment.

There was discussion about training our people to service our own units in the future which also could save the district money.

John Rowlinson made a motion to ratify acceptance of the AFG EMW-2017-FR-0076 SCBA grant in the amount of \$819,000.00, seconded by Carla Bowen, motion passed unanimously 5-0

6. Discussion/Consideration/Possible Action re: Video Presentation of the 2018 Community Firewise Event.

Chief Morgan explained that everything was already planned and advertised for the event at Blue Ridge School and they cancelled due to construction delays - leaving us only 8 days to find a place for our annual Firewise Event. It was decided to have it up at ST 12 again and by all accounts a success. Once again, our people came together and held a stellar event. We have a video everyone will enjoy. This year's event inspired 149 additional properties and 9 more HOAs to sign up for Firewise inspections, the list has grown to over 550. We are seeing the community culture change.

The board and audience viewed the video, put together by Kirk Webb. Thank you to Kirk Webb for the wonderful presentation.

Carla Bowen said the only thing she needed to add is that everything was terrific at the event but parking was again a challenge. Chief Morgan told the board about the different stations at the event this year which included the bounce house, Red Cross, Forest Service and many others. Next years date will probably be July 20, 2019 at BR Elementary School. There won't be construction and BR days is the week before, so our event should be ok. Carla Bowen stated that she and Steve Campbell had tried to get something like this started back in 1990, but the culture then wouldn't allow for it. This was informational only no board action

V. Summary of Current Events

1. Fire Chief's Report regarding district activities

Chief Morgan started the discussion about Chief's report and new guidance at the summer AFDA Conference, Bill Whittington provided an overview, for purposes of strict law compliance, Chief Morgan must think about the items on the report and if there are items of interest or budgetary items, they probably should be itemized on the agenda. This also includes the Chair's report, Items should be listed as Chief Report 1, 2, 3 etc. that way there can be proper discussion. In order to avoid problems in the future, you may want to get the Chief and Chair report earlier because if there are things that are of interest or merit discussion they can be added to the agenda. You could wait until next meeting - but then you are in a time factor and if it was important then you have lost that valuable time. Doug Wright was concerned and suggested the Chief and Chair probably should provide their reports early in case something merited discussion. Chief Morgan agreed to provide his report Wednesdays before the meetings so they could review and let him know of any merited changes, everyone agreed.

Chief Morgan reminded the board that we still have crews out all over the country. The Rem team has been requested several times and has been a nice addition to our wildland arsenal and everyone has done a wonderful job.

Chairman Report, Chairman Cibbarelli was at a citizen's house during a medical emergency and was very impressed at the crew that responded, they were very knowledgeable and courteous - everyone commented on how professional they were. We are all very proud of our men and women in the field.

VI. Future Meeting Dates

Next meeting is September 16, 2018

Announcements: John Rowlinson, AFDA in January. Chief Morgan there are new statutory programs for board members and on November 30, a one-day program in phoenix is available that will address statutory requirements for board members. Chief requested notification of the board for attendance as seating is limited to 100 members.

John Rowlinson asked at the next meeting to have a report on hydrants, hydrant checking and water companies.

Doug Wright asked if the board members needed to attend the Board requirement meeting every year or only once during term. Bill Whittington told them it was only once per term.

Adjournment-

Motion to adjourn by John Rowlinson at 6:06 pm, seconded by Doug Wright motion passed unanimously 5-0.

Respectfully Submitted

Karen Robbins