

Regular Meeting of Pinetop Fire Board
Monday June 18, 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: Board members present, Ed Cibbarelli, John Rowlinson, Carla Bowen and Doug Wright came in at 5:20pm. Ronny Deming Resigned affective 5/21/18

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 May 21, 2018
2. Approval of Warrants paid in May 21, 2018
3. Approval of Executive Meeting Minutes April 16, 2018
Chief Morgan prepared draft executive minutes and sent them to John Rowlinson, they are not in the packet and I don't think John had time to review them.

Carla Bowen Made a motion to accept the Consent agenda with item 3 removed, John Rowlinson seconded, Motion carried 3-0

IV. Board Business:

1. Discussion/Consideration/Possible action: Notice of Public Hearing regarding Proposed 2018/2019 Fiscal Budget

Public Hearing for proposed 2018-2019 Budget. Chief Morgan and Melissa Tomlinson reviewed changes for the upcoming budget. Small change to personnel cost, the Worker's Compensation estimate came in lower than expected. This is a savings of \$52,000.00 which we can then fund into the Capital Reserve account bringing that item to \$104,000.00.

Our Total Expenses are \$6,971,694.00, debt service proposed at \$675,309, Funding to Capital \$104,835. The tax rate total assessed evaluation went up by 1.35%, \$130,947,520. Proposed tax rate is staying the same as last year at \$3.1755. Carla Bowen asked about the tax evaluation, Chief Morgan explained that we had slightly under 2% last year so it is lower than we expected.

This is the final public hearing for the new Budget, there were no questions from the public regarding the budget. The district remains solvent with everyone working hard to get to this point.

Public Hearing for the proposed 2018/2019 Budget Concluded at 5:05pm

2. Discussion/Consideration/Possible action: Adoption of Proposed 2018/2019 Budget and Wage Scale

With very little discussion Carla Bowen made a motion to adopt the 2018/2019 fiscal budget, fee schedule, and wage scale as presented. Seconded by John Rowlinson, motion carried unanimously 3-0.

Chairman Cibbarelli made a comment that everyone worked hard and this year, it was a good example of how management and labor could work together. He said it was a good experience for anyone to sit in and listen during the budget meetings. Thank you, Melissa Tomlinson, for your hard work on making the process easier to understand with the new spreadsheets.

3. Discussion/Consideration/Possible Action re: Presentation of the May 2018 Financial Reports

Melissa Tomlinson summarized the financials explaining each item and where it was currently, in the budget.

Carla Bowen commented on Managerial Costs and why it was over by \$20,000.00, for the year. Melissa Tomlinson said it was accounting related after the Reduction in Force, we didn't budget for the changes, James Vincent Group took over some of the accounting, Bill.com, and ADP were introduced. Carla Bowen asked if it would be recurring, Melissa Tomlinson explained it was, and there were also Uniform Expenses. Carla Bowen asked if the Uniform expense should be moved to another line item, maybe Vehicles & Equip. Chief Morgan stated that the PPEs should be under the vehicles, it has a capital replacement aspect, but uniform expense should remain in the Managerial item. Chief Morgan explained that Deanna Reed of TMFMD also does our Wildland Billing and that could be a small amount of the managerial cost. We are still owed around \$400,000.00, the discussion then went to Wildland Fires and trying to get paid from the state. Melissa Tomlinson explained that we are starting to see revenue from wildland fire coming in again soon.

John Rowlinson made a motion to approve the financial reports as presented, Carla Bowen seconded the motion. Motion passed unanimously 3-0

3. Discussion/Consideration/Possible Action re: Ratification of PSPRS 30 Year Amortization Schedule Resolution.

In your packet is the actual RBA from last month, we placed it back on agenda to bring to your attention that the wording is incorrect. Our new budget is already based on the new 30 year amortization schedule but we need to discuss the wording of "before" and "after" in the two resolutions. Chief Morgan pointed out where the wording was in the documents, on both the old and the new it was in the 7th "Where As", the already approved one said "before" and the new one says "after" as pointed out by Gabe Buldra of the James Vincent Group, PSPRS made him aware of the word change. Chief Morgan felt that full disclosure of the contractual wording changes needed to be brought to the board for ratification and transparency.

Attorney Bill Whittington suggested we should add the word "Modified" to your previous motion.

John Rowlinson made the motion to adopt the Modified Resolution 18-3 increasing the Pinetop Fire District's PSPRS amortization schedule from 20 years to 30 years as presented. Seconded by Carla Bowen, Motion passed unanimously 3-0

Doug Wright entered the meeting 5:20

4. Discussion/Consideration/Possible Action re: Accepting board member Ronny Deming's Letter of Resignation and starting the appointment process for the vacant position

Chief Morgan; at the last meeting Ronny Deming handed in his resignation, he has new duties with both the Pinetop and Ponderosa Water companies now and feels it would better serve the district if he resigned and we appoint a new board member. Also included in the packet

are the By-laws that govern how to proceed in appointing a new Board Member. Best practice is to post the position and receive letters during a specified time then have the candidates come and speak so the Board can appoint the most suited candidate.

John Rowlinson made the motion to regretfully accept Ronny Deming's resignation with thanks for his service to the district, effective May 21, 2018. Seconded by Carla Bowen, motion carried 4-0.

John Rowlinson made the motion to post the vacancy for a period of two weeks to accept letters of reference in pursuit of a new board member.

After some discussion the motion was then amended,

John Rowlinson made a motion to post the vacancy for a new board member for the period of two weeks, accepting letters of interest no later than July 9, 2018. Seconded by Carla Bowen, motion passed unanimously 4-0.

Doug Wright asked if someone was appointed as a secretary-clerk to sign documents and Carla Bowen was available and chosen after last meeting. He asked about the process and if it needed to be taken to a vote. Chief Morgan said she was appointed by necessity in accordance with the by-laws.

V. Personnel

1. Discussion/Consideration/Possible Action re: Recognition of Richard Halcomb's completion and certification as a paramedic.

Richard Halcomb recently became a Paramedic, he accomplished all of his academic, clinicals and skill labs, with flying colors and hard work. He did a wonderful job and the citizens and visitors of Pinetop will benefit. The union chapter was holding a regular meeting tonight so he was unavailable for the board meeting. Congratulations Richie Halcomb.

VI. Summary of Current Events

1. Fire Chief's Report, Chief Morgan discussed the ambulance mistake with Def in the tank, quoted repairs came in around \$21-\$23,000.00. Final quote from Timber Mesa Fire and Medical came in at \$17,000.00. Insurance covered the cost. Thanks to Chief Wallace for his hard work getting the claim processed.
2. Board Chairman report, included in packet, nothing significant.

VII. **Future Meeting Dates**

Next meeting is July 16th. Carla Bowen wanted an update on wildland fires, Restrictions a month out Richie will come back to get congratulations, Appoint a new board member .

Announcements: Chief Morgan reminded everyone about the AFDA conference and that he would be on Vacation until July 14th,

Adjournment- Motion to adjourn by Carla Bowen at 5:38 pm, seconded by Doug Wright motion passed unanimously 4-0.

Respectfully Submitted

Karen Robbins