

Regular Meeting of Pinetop Fire Board  
Monday June 16, 2014, 4:40 pm  
Pinetop Fire District Station 120  
5976 Buck Springs Rd, Pinetop AZ 85935

Members Present: John Rowlinson, Carla Bowen, Bob Scheuneman and Scott Powell  
Others Present: See attached sign in sheet

**I. Call the meeting to Order:** John Rowlinson called the meeting to order at 4:40 pm.

**Roll Call of Board Members:** Board members present, John Rowlinson, Carla Bowen, Scott Powell, Bob Scheuneman

**II. Call to the Public:**

Greg Chavez address the board with his opinion on the merger, as employee of the district he feels other departments have already made decisions and the employees of Pinetop Fire District will get the short end of the stick. As a tax payer he can see some advantages in the merger but he doesn't see enough of a benefit to see a 20 to 25 cent increase in our taxes.

Paul Watson stated a feasibility study is usually done with pros and cons, he didn't see any cons, and it's full of pros and he can't see who it was built for. The results are almost the same as what was presented to the board over a year ago by Charlotte. In his opinion it's not a very good program to be looking at. He thinks there is a lot more work that needs to be done, a lot more study. If Linden comes into this then the figures are going to change dramatically, 25 cents is going to be cheap when looking at tax rates.

Ben Altop stated he is glad we went forward with the study as it is unbiased, but obviously it didn't disagree with what we heard prior. He doesn't see it being feasible for us to do it based on the taxes with an additional 7cents the first year and an additional 15cents the following year, He doesn't know how we could consciously do that to our tax payers.

**III. Chairman Report:** John Rowlinson updated the board of his activities as Chairman since the last board meeting. His report is attached.

**IV. Consent Agenda**

**1. Correction of Approved Minutes for April 21,2014 regular Board Meeting and Executive session minutes from April 21, 2014.**

Carla Bowen moved to approve the minutes as corrected, Bob Scheuneman seconded the motion. Motion passed unanimously 4-0.

**2. Approval of Minutes from May 21, 2014 Regular Board Meeting. Approval of Executive sessions minutes from May 21, 2014**

Carla Bowen moved to approve the minutes of the executive session and the minutes of May 21 regular meeting as corrected, Scott Powell seconded the motion. Motion passed unanimously 4-0

**3. Approval of Warrants paid in May 2014:**

Carla Bowen moved to approve the warrants as presented, Bob Scheuneman seconded the motion. Motion passed unanimously 4-0.

**4. Approval of financial reports:**

Carla Bowen moved to approve the financial reports, Bob Scheuneman second the motion. Motion passed unanimously 4-0.

**V. Consent Agenda / Board Business**

**1. Discussion/Consideration/Possible action: Adoption of 2014-2015 fiscal year budget:**

Bob Scheuneman asked if the budget reflects the numbers that come out of agenda item #2 (chief contract), per Carla Bowen it does.

Scott Powell moved to accept 2014-2015 Budget, Carla Bowen second. The motion passed unanimously 4-0.

**2. Discussion/Consideration/Possible Action: Contract between PFD and James Morgan for the Fire Chief position.**

*Pursuant to A.R.S. 31-431.03(A)(1) and (A)(3), the board may convene into executive session for the purpose of discussion and consideration of employment and/or legal advice.*

Carla Bowen provided all board members with a copy of a contract which had been signed by Jim Morgan.

Carla Bowen moved to approve the contract subject to pre-employment policy manual requirements and Arizona law requirement for new hires. Motion was seconded by Bob Scheuneman. Motion passed unanimously 4-0.

John Rowlinson directed staff to send letter to Arizona Fire District Association to request that all material gathered on our behalf in this process be forwarded to us per A.R.S.41-151.12 which makes us the custodian of those records. Including all interviews and all material gathered on our behalf.

**3. Discussion/Consideration/Possible Action: ESCI Opportunities for Collaborative Effects Feasibility Study**

Chairman Rowlinson asked each board member their views of the study.

John Rowlinson stated he is not ready to take action. He has several issues and is still trying to work through the data. Suggested the board schedule a workshop session at a later date when everyone has had a chance to go through it.

Carla Bowen stated she has gone through it pretty well and has talked to a lot of members of the public about it. She has not talked to one member of the community that would want the board to proceed to do anything until they have had a chance to review the study. Carla stated she would not want to proceed with any kind of a merger without it going to referendum; the board should not be making that kind of a decision for the constituents. With what she has seen in the report so far, it's not looking real rosy from her view point. She would like the report made available to the public. Carla Bowen was glad the study was done, because she thinks it has a lot of things in there, things she was not aware of, things that need to be worked on and information for the new fire chief to take a look at.

Scott Powell has read a great deal of it; he specifically went to certain sections and read what he wanted to gather information on for questions he was interested in. There is a lot of would, could, may, that define the facts. Like the study, is grateful that we have it. This question has been out there for several years. This is the third time that he is aware of that this issue has been addressed, but this is the first time a professional group has been hired to take a look at it, that is unbiased. He is grateful that we did do the study, but doesn't like a lot of what he has read. A lot of the questions he has had, have been answered.

There is a lot of material to go through, he would like to give everyone time to go through it, and then the board can get together to look at the pros and cons and determine the effect on the employees and the district. His understanding is the other parties are moving forward, he doesn't think that is wise. He is not going to be speedy about making a decision. He wants to be thorough, he wants the constituents, he wants firefighters, and he wants administration to come with questions.

Bob Scheuneman is also glad that we did the study; he finds it disturbing that other organizations are moving forward prior to the study coming out. He thinks the report needs to be put out for people to read it. After people have had the chance to digest it, he thinks the board needs to talk about it. There are some great things in there. Under recommendations there are twenty nine recommendations; a lot of them make a lot of sense. They are not necessarily things that would have to happen if you were to merge, but some shared things that made a lot sense to him. In his opinion our district still has a high assessed value even though it has gone down; he wonders where the money is going to come from, and it seems it comes from Pinetop Fire. There's no real dollars on what would be saved. He agrees we don't need to

move fast, need input from staff and community. He encourages the public to look at it; the firefighter and staff to look at it then set down and talk about it. It concerns him others are moving fast on it. He doesn't want to move fast on it.

John Rowlinson agrees there are some specific recommendations that we should be doing. We can move forward with some of those with the new chief as quickly as possible. A lot of them would be helpful with managing the district and planning for the future. Some of them will be easily to do. He is in favor of giving everyone the chance to look at it then scheduling a workshop.

Carla Bowen stated a workshop does not allow public input. The board can have a workshop then we can have an open meeting, where we can get some input from the community.

Study is available on Pinetop Fire District website.

(Doug Wright joined the meeting)  
There was no action taken on the agenda item.

4. *Discussion/Consideration/Possible Action: Resolution to Amend IRS Section 125 Premium Only Plan.*

The district has had a Section 125 Premium plan in effect; it needs to be updated due to changes in regulations. The portion that the employees pay towards their insurance coverage through the district is done on pre-tax bases through an approved Premium only plan. This lowers their Federal taxes, Medicare and social security liability, as well as the district liability on social security and Medicare.

Carla Bowen moved to approve, Doug Wright second. Motion passed unanimously 5-0.

5. *Discussion/Consideration /Possible Action: Engagement Fee Proposal & Letter from Accounting Professionals, LLC to perform audit for 2013-2014 fiscal year.*

Accounting Professionals is the same company we have used for several years. The board approves the hiring of the auditing company. There is no increase in fees from last year. Scott Powell moved to accept the proposal by Accounting Professionals, Carla Bowen seconded the motion. Motion passed unanimously 5-0.

6. *Discussion/Consideration/Possible Action: Transfer of funds to Capital Reserve Account*

The 2013-2014 Budget includes \$150,000 to go to capital reserve, as well as contingency funds included in Capital purchases and vehicle maintenance. Those contingency funds can be used to increase the amount transferred into Capital Reserve Fund. There was \$20,000 budgeted for equipment repairs; none was used. In Capital Outlay/Equipment Purchase there was \$50,000; there is \$48,148 available.

Carla Bowen moved to approve moving the approximately \$218,000 to the Capital Reserve Account, Scott Powell seconded the motion. Motion passed unanimously 5-0.

7. Discussion/Consideration/Possible Action: Form a standing committee to develop specific Wildland Preparation, Public Education and Response amendment to the Strategic Plan

Bob Scheuneman stated that part of Chief Morgan's contract includes an annual review of the strategic plan; the current plan does not address Wildland issues, preparations or education. Since it is part of his annual review Bob Scheuneman feels it should be added to strategic plan. Chairman Rawlinson asked if a committee should be formed to address this item. Bob Scheuneman requested no action be taken, that the agenda item be placed on next month board agenda.

Item was postponed until next board meeting.

8. Discussion/Consideration/Possible Action: Maintenance and reporting of department property.

Bob Scheuneman is interested in some type of inventory of all vehicles, age, type, current mileage, and a maintenance schedule. Would like to see how the apparatus are maintained and how records are kept.

Discussion was held on what kind of report the board would like to see and frequency of the report that should be presented to the board.

Carla Bowen suggested that the agenda item be postponed until the new chief starts and address it later.

Scott Powell suggested giving this request to the new chief to proceed with. Agenda item was postponed.

9. Discussion/Consideration/Possible Action: Intergovernmental Agreement and Memorandum of Understanding for the Creation of a Consolidated Dispatch Center in Navajo County, Arizona

The Agreement has been reviewed by Bill Whittington on behalf of the fire districts involved. Jason Moore drafted the agenda for Navajo County. The Fire district has more say in the operations of the dispatch center, then in previous agreements. Cost is based on a rate per call bases and will remain the same for 5 years. The cost should not exceed what we are currently paying for dispatch service. Currently, dispatching for Pinetop Fire District is

done through Pinetop Police Department. The Consolidated Dispatch Center would operate out of Navajo County.

John Rawlinson asked who would be dispatching the calls. Chief Watson stated the dispatching will be done through Navajo County.

Bob Scheuneman is concerned that the agreement doesn't address the cost to operate the dispatching center, where the building will be located, or debts to be incurred.

Scott Powell questioned who owns this? According to Chief Watson Navajo County is overseeing and would provide dispatching thru current facility.

Carla Bowen asked, what happens if the district doesn't like the final outcome, can we bail out. The district can withdraw from the consolidated dispatching if there is another option available for dispatching still available.

Doug Wright advised the board that this would establish one central dispatch center; everyone will be in one room that knows what is going on vs multiple locations trying to get the information out to everyone.

Scott Powell moved to accept, John Rowlinson seconded. Passed 4-1, Bob Scheuneman opposing.

**VI. *Summary of Current Events/Chief Report.***

1. *Update of closures / restrictions:*

Forestry closures are in place. It is possible that Stage 3 Fire Restrictions could be put in place in the future.

2. *Status of pending legal action with Truck Works, Inc*

Truck Works has been served papers from our attorney last week. A copy of the paperwork was provided to the members of the board. Chief Watson has not heard if any response has been received from Truck Works.

3. *Apparatus update:*

The turn signal switch needed to be replaced on the Engine. The repairs have been completed.

The Rescue had a fuel injector replaced which was covered under warranty.

The newer brush truck was sent to Show Low Fire Department due to the pump operation, the pump is inadequate for the design of the truck. NAFCO is building us a new slide in unit with the adequate pump. The department will be responsible for the freight to ship the unit back to NAFCO. A four to six weeks turnaround time is expected. The slide-in unit can be switched out in house.

**VII. *Future Meeting Dates and Items for Future Agendas -***

Next regular board meeting Monday July 21, 2014

John Rowlinson will be out of town; Doug Wright should be available to chair the meeting.

**VIII. *Announcements:*** Captain Green and his crew were at Safeway last Saturday. They made contact with over 500 members of the public, while providing education to the public and assisting them with signing up for the reverse 911 system.

**IX.** **Adjournment-** Scott Powell moved to adjourn; Carla Bowen seconded the motion. Motion passed unanimously 5-0. Meeting adjourned at 6:08 pm  
Respectfully Submitted

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Charlotte Williams

Approved