

Regular Meeting of Pinetop Fire Board
Monday September 16, 2019
Pinetop Fire District Station 12
1845 Pine Lake Rd₁ Pinetop AZ 85935

Call the meeting to Order: John Rawlinson called the meeting to order at 5:00 pm

Roll Call of Board Members, John Rowlinson, Carla Bowen, and Doug Wright were present, Ed Cibbarelli and Kurt Alcumbrac was excused

I. ***Call to the Public:*** None

II. ***Consent Agenda Board Business***

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 in August 2019
2. Approval of Warrants paid in August 2019

Carla Bowen made the motion to approve the consent agenda as presented, seconded by Doug Wright motion carried 3-0

IV. **Board Business**

1. **Discussion/Consideration/Possible Action re: Presentation of July 2019 Financial Reports**

Melissa Tomlinson was present to present the financials for Pinetop Fire District, all documents included in packet. Some highlights were; Navajo County Revenue for August was under budget. Non-Levy Revenue was also under budget by almost 140,000.00. Grant and Wildland Fire Revenue were also under budget possibly due to timing of invoicing and fires themselves.

Expenses for August were over budget by almost \$32,300. Personnel expenses were also over budget driven by the Wildland Wages.

Cash position is less than in July but more than August of last year. Month over month variance is due to timing of tax revenue vs general operating expense. Review of cash flow projections show that cash is sufficient through the end of the year and there is no need to draw on the county line of credit which, as always is welcome news.

Percentages for the month were; Personnel 86% Operations 10.5% and Managerial at 3.5%. This is a fire district average for districts of our size and structure.

Chief Morgan once again relayed the message of many-many audits, with a few more weeks ahead of us, and an abundance of transparency during these last few weeks. The Annual CAFR audit is nearly complete and we should know by next meeting if it is finished and if it went well.

Carla Bowen made the motion to accept the August Financials as presented, seconded by Doug Wright, motion passed unanimously 3-0.

2. Discussion/Consideration/Possible Action re: 2019 Wildland Season Update

Chief Morgan; this is informational only and documents are included in packet. We are still doing very well as far as wildland fire season. We had a rather quiet season here on the mountain but have had and still have crews out elsewhere. The REM and Medical teams have been very successful this season. While we are drying out a little, we still are in a fairly good position going into the winter months.

He gave an update on the AIM project and told the board that a few recent local fires had allowed for managed burns in the forest which is always helpful. There also were minutes from the White Mountain Burn Restrictions Coordination group and local ERC reports showing moderate changes.

No board action, discussion item only.

3. Discussion/Consideration/Possible Action re: Type 1 Engine update:

Chief Morgan; included in your packets are some pictures and information about our Engine that is in the final phases of construction. Everything is coming together nicely. It is on schedule and the committee involved will be going to see how it is coming together. We should still receive it in November and he will have more information after the trip for the final walk thru and inspection. Everyone is very excited to see the final project.

No board action, discussion item only.

V. **Personnel**

1. Discussion/Consideration/Possible Action re possible vote to go into executive session pursuant to A.R.S. §38-431.03 [A] [1] for personnel matters re: Fire Chief Jim Morgan's annual evaluation review.

Chief Morgan, all of the pertaining documents are included in the packet. This is that time of year for you to make a determination if the Fire Chief is doing a good job. Chief Morgan told them there was a summary document in the packet with a list of all his recent goals, achievements and successful grants. He added a couple of other grants that we were just awarded for the district. Carla Bowen, John Rawlinson and Doug Wright all expressed their pride in the district and the Chief and a decision was made to wait until there were other board members present to do his evaluation so everyone could weigh in.

No action taken until further meeting with majority of board members.

VI. **Summary of Current Events**

1. Fire Chiefs report regarding district activities, included in packet We had a media release of Pinetop Fire Financial Reporting CAFR Award and we are all very proud of that, it is the highest level of oversight and transparency and now we are looking at another financial award for budgeting. Thank you to Melissa and team for getting the information together that allowed Pinetop Fire District this very important award and for putting the information together that may allow us to get another one. Normally Fire Districts do not participate in this award system because it isn't required of them, there are only a handful that have. The board thanked Melissa and the district on all the hard work Melissa Tomlinson added that it was a team effort and there was a lot of involvement.

Next meeting is October 21, 2019 5:00pm at ST 12

Announcements:

When going over our SCBA desk review it came to our attention that we are looking at a small amendment to our procurement policy, we should have something next meeting for board to consider.

Also, Kurt Alcumbrac is still recuperating from his health scare, we wish him all the love and prayers during his ordeal. We may have to look at a temporary board Clerk appointment until he is able to attend meetings, just a formality so we can have the necessary signatures until he returns. Hoping for a speedy recovery Kurt.

Chief Morgan expressed his pride in the crews as they continue to receive accolades and praise from the District for their accomplishments. We have two notes of thanks from citizens in the district who were injured and rescued, an actual trail rescue of an injured hiker and subsequently the crew also aided the patient's friends during a lightening/rain storm, and a second thank you came for the crew that helped a patient with an injured or broken forearm. There was a thank you from Rawlinson family to the crew for their hard work, the crew has the card up in quarters (unavailable for copy).

Adjournment-

Motion to adjourn by John Rowlinson at 5:30 pm, seconded by Doug Wright, motion passed unanimously 3-0.

Respectfully Submitted

Karen Robbins

APPROVED