

Pinetop Fire District Station 12  
Regular Meeting of Pinetop Fire Board  
Monday, July 19, 2021  
Video & Conference Available  
1845 S. Pine Lake Rd, Pinetop AZ 85935

**Call the meeting to Order: Carla Bowen Called Meeting to order at 5:00 pm**

**1. Roll Call of Board Members:** Carla Bowen and Ernie Lawes were present, Brad Baker present by telephone, Doug Wright was absent and John Rowlinson was excused.

**Also Present, Sara Simonton from James Vincent Group, Chief Jim Morgan, Asst Chief Richard Wallace and Fire Marshal Chad Berlin**

**II Call to the Public:** Mrs. Susan Oelze presented a large beautiful handcrafted wooden flag with a red stripe for Firefighters made by her son John Oelze. When she saw the one, he made for another district, she asked him to make one for hers. It is a wonderful addition to the station – a great tribute to our firefighters and staff and it will hang in the station with pride. Thank you, Mrs. Oelze!

**III. 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 June 2021
- 2) Approval of Warrants paid in June 2021

Ernie Lawes made the motion to approve the June 2021 consent agenda, as presented, seconded by Brad Baker, motion carried unanimously 3-0

**V. Board Business**

**1. Discussion/Consideration/Possible Action re: Presentation of June 2021 Financial Reports**

Sara Simonton; all reports are included in the board packet.

Some highlights are;

Wildland Fire has already outperformed this season and continues to do so.

Navajo County Revenue over budget by \$29,309.

Non-Levy Revenue was Over budget by \$382,730

Grant income was under budget by \$117,419

Wildland income up and over by **\$517,403**

Expenses for June totaled \$1,043,226 which was over budget by \$506,222

Personnel Expense was \$460,112 also over budget, driven by Wildland Deployments.

Vehicles and Equipment was \$27,345 over budget driven by increase repair/maint costs for E4, and Rebranding of C14, C15 and C16 new wildland equipment.

Fiscal Year Revenues are over budget by \$1,029,292 at \$8,733,265

Property Tax Revenue is under budget by \$285,808

Non-tax revenue is over budget by \$1,315,100 driven by increase in Wildland Revenue and offset by timing of grant revenue.

Monthly Percentages for June 2021 were:  
Personnel 81%, Ops 14%, Admin 3% and communications at 2%.

Fiscal year Expenses are over budget by \$1,357,763 coming in at \$7,262,665  
Our Total Cash is \$3,851,990 which is \$681,374 less than May of last year and \$281,381 more than this time last year.

Wildland fire season is alive and well and we will see those revenues and expenses continue to balance out and increase throughout. Chief Morgan gave a summary of the grants he is expecting in the next few months. There was discussion about non-tax revenue, he explained we have an old vehicle in auction – B2- and it was trending significantly over what we expected. There were a couple of questions concerning grant money and Chief Morgan explained the billing/collection process.

Brad Baker made a motion to accept the June 2021 Financial Reports as presented. Seconded by Ernie Lawes, motion carried unanimously 3-0.

2. Discussion/Consideration/Possible Action re; Retention of Law Firm Perkins Coie for legal services regarding Land Purchase agreement and environmental contract language.

Chief Morgan, told the board that last month there was a direction to staff to reach out to law firm of Perkins and Coie to retain Mr. Thomas to draft the language of the contract in order to help reduce potential liability in the purchase of the Waste Management Property. In short, we were trying to get Waste Management to do a baseline testing of well #6 to see about the decline in the chemicals to use in the negotiation of purchase. With the signed agreement letter Mr. Thomas will move forward before our next meeting drafting a contract. Mr. Lawes had questions about the cost of \$3-\$5000 for the attorney and what we were receiving for that. Chief Morgan told them it was to draft the contract protecting both PFD and Waste Management in further testing or liabilities the property may have. The attorney wanted also to provide the “super fund” protection for the board as elected officials, and although it doesn’t qualify as one, there is that added protection. Brad Baker, asked what the cost estimate to do well #6 testing? Chief Morgan explained that it is a reasonable standard request and would benefit both parties, the cost several years ago was about \$3500 and probably has gone up, the Chief will try to get an estimate. Ms. Bowen had a question about page 3 of the information letter – which stated “identity of client”- she asked if that referred to the board, Chief Morgan believes they are speaking specifically to their relationship with Waste Management. Mr. Lawes asked if we have approximately 80 billed hours with the attorney, Chief Morgan said yes.

Brad Baker made the motion to retain the law firm of Perkins Coie LLP, for legal services regarding the agreement of purchase and sale and environmental concerns for a commercial 2.5-acre site as presented. Seconded by Ernie Lawes motion passed unanimously 3-0

3. Discussion/Consideration/Possible Approval re: updates on 2021 Wildland Fire Season

Informational only, charts and documents included in the board packet. Chief Morgan, told the board that the wildland season is in full swing. Our area is doing very well with the rains and monsoons but we still are not out of the woods. There was discussion about the ERCs and moisture levels, and Chief Morgan filled the board in on the district activities with our deployments. He anticipates more deployments before season end, if it even ends. Mr. Lawes asked if the vehicles were driven to the fire areas and when the season typically

ends. Chief Morgan told him yes they drive our vehicles to the fires, and the season usually ends around September - October. Last year it really didn't end at all, we still did deployments almost year around.

It seems like Arizona is out of immediate danger as of the June board meeting. The rest of the country is not. Oregon, Idaho, Colorado and California are not doing as well. We will continue to update the board as the season rolls along.

**IV. Summary of Current Events**

1. Fire Chief's Report regarding district activities  
Brief due to chief being out of town on wildland fires.
2. Board Chairman Report  
Chairman Rowlinson wanted to say he hopes all crews return safely.

***Future Meeting Dates:***

August 16, 2021

**VI. Announcements**

- a. IAFC Leadership Conference

**VII. Adjournment**

Carla Bowen adjourned the meeting at 5:45 pm

Respectfully Submitted

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Karen Robbins