

Pinetop Fire District Station 12
Regular Meeting of Pinetop Fire Board
Monday, June 21, 2021
Video & Conference Available
1845 S. Pine Lake Rd, Pinetop AZ 85935

Call the meeting to Order: John Rowlinson Called Meeting to order at 5:00 pm

1. Roll Call of Board Members: Chairman John Rowlinson and Doug Wright available by video conference, Carla Bowen, Brad Baker, Ernie Lawes present

Also, Present by video conference, Gabe Buldra, Ben Archer and Sara Simonton from James Vincent Group, Chief Jim Morgan, Mr. Gerald Adams from Perlman Construction and Attorney William Whittington

II Call to the Public: None

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

Brad Baker requested the minutes to reflect that Chairman Rowlinson “and” Doug Wright were present virtually – noted

Carla Bowen made the motion to approve the consent agenda, as presented and corrected, seconded by Doug Wright, motion carried unanimously 5-0

V. Board Business

Suspend regular business move to public hearing. 5:05pm

1. Public Hearing: Notice of public Hearing regarding Proposed 2020-2021 Fiscal Budget

Public Hearing: The Public is invited to give input on the Pinetop Fire District FY 2021/2022 proposed budget and annual pension funding policy prior to the board’s final adoption and approval.

Chief Morgan advised the board that the meeting was posted on the website and at both stations according to Arizona State Statute, there was no public comment good or bad during the budget posting period, no public present.

Informational only, no board action

Public Hearing for the proposed 2021-2022 budget and pension funding policy closed 5:10pm

2. Discussion/Consideration/Possible Action re; Adoption of proposed 2021/2022 Budget and Pension Funding Policy by resolution 21-2

In your packet is the formal documentation for the 2021-2022 budget. Gabe Buldra gave a brief summary of the budget – balanced at \$7,767,618. There were no questions or new directions to staff concerning the 21-22 Annual Budget, pension funding, fee schedule and wage scale.

Carla Bowen made the motion to approve Resolution 21-2 adopting the 2021/2022 fiscal budget, annual pension funding policy, fee schedule and wage scale as presented. Seconded by Doug Wright, motion passed unanimously 5-0

3. Discussion/Consideration/Possible Action re; Presentation of May 2021 Financial Reports

Gabe Buldra; all reports are included in the board packet.

Some highlights are;

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

Navajo County Revenue under budget by \$151,208 due to timing of tax payments.

Non-Levy Revenue was Over budget by \$116,937

Grant income was under budget by \$117,419

Wildland income over by **\$251,527**

Ambulance income continues to rise above budget also

Expenses for May totaled \$648,788 which is over budget by \$118,706

Building and land expense was \$4,827 under budget timing of Station 11 renovations.

Communication and IT service is \$6745 under budget- driven by timing of dispatch fees

Grant related expenses were \$75,542 over budget

Fiscal Year Revenues are over budget by \$587,571 at \$8,013,149

Property Tax Revenue is under budget by \$315,117

Non-tax revenue is over budget by \$902,687 driven by increase in Wildland Revenue and offset by timing of grant revenue.

Monthly Percentages for February 2021 are:

Personnel 81%, Ops 13%, Admin 4% and communications at 2%.

Wildland fire season is alive and well and we will see those revenues and expenses continue to balance out and increase throughout.

Fiscal year Expenses are over budget by \$853,398 coming in at \$6,221,296

Our Total Cash is \$4,525,352 which is \$186,421 less than April of last year and \$497,618 more than this time last year.

Ernie Lawes made a motion to accept the May 2021 Financial Reports as presented. Seconded by Brad Baker, motion carried unanimously 5-0.

4. Discussion/Consideration/Possible Action re; Update on land purchase and District Space Needs

Update: Emails from Brian Layton (Navajo County) express changes within the county, offices are no longer available to us. Mr. Gerald Adams from Perlman Architecture who was part of the Station 11 and 12 rebuild, has provided a concept drawing that would address our growing pains and needs for the future. This will be a challenge with training, prevention, and fuels crew and supporting fleet and parking for the time being. With the 2 ½ acres, we would solve a lot of the parking problem - currently most of the parking is the fuels crew vehicles in addition to the white mountain youth group/conservation corps' vehicles. Chief Morgan told the board that they need to consider long term decisions about the new build-on for station 11 and the property on Spruce Ln. He advised the board that if we decide to go forward, we could have a final drawing and maybe a price point to consider at an upcoming board meeting.

Carla Bowen asked if the new build is for personnel, then where would fuels and wildland fleet go? – Assuming out to the 2 ½ acre property and will there be dorms or just warehousing?

Chief Morgan told her it would be a metal structure with 2 bays for Fleet repair and service, REM team warehouse and Wildland Division, and storage for our trailers etc.

Mr. Adams responded with a short bio and his experiences with station 11 total rebuild, station 12 roof collapse and many other fire stations around the United States. He told the board that the new build would be a 2-story crossover directly connected to Station 11. They would tie in the elevator already in existence. There would be a separation on the north side extension with the utilities. Finished look would be all original, like it was all built at once. There was discussion about an administration kitchen and reason for it, Chief Morgan explained how cramped and cluttered our current breakroom is which also is our conference room at Station 11. A comment was made to have a breakroom with necessities separate, but a full-scale kitchen could be shared with the one in existence in the upstairs living quarters. Chief Morgan read the report from ADEQ concerning the Waste Management property on Spruce Ln, which was 3,900 pages, and gave a basic summary. After Waste Management purchased the property in 1992 – a diesel spill was discovered a few years later. It was coming from the sump pump in the pump island, how much was not known, but it did stain the ground which generated an investigation. While performing the remediation process during the removal of the fuel tanks, a leaking tank was also discovered - which had been leaking for an unknown amount of time. ADEQ subsequently ordered Waste Mgt. to also remove and test the surrounding soil. Tank, pump and soil removal was completed with SCS Engineers and the State Fire Marshal. Then 17 test holes were drilled to test the ground water around the property for a 15-year period. The case ultimately was closed in 2010 and only 1 hole #6 was left to monitor which contained Benzene above the minimum standard at 160 micrograms which was over the acceptable limit for AZ Water at about 5 micrograms per liter. Because of the “plume” ADEQ wanted to see a reduction in the Benzene over a 5-year period and this was accomplished. However, this is the single problem with Waste Mgt if we do the purchase and if we caused a problem, they would assume all risk. Maybe Waste Mgt could do a baseline phase 1 test of well #6 for comparison then if it still stable, we could go forward with the relief of liability. Based on the recommendation we should also do our own phase 1 test to give us some protection. Chief Morgan suggested since he has already read the report front to back, we probably don't want to pay someone to do that as it would be ultimately expensive. The suggestion was to engage an environmental attorney with a retention letter, to draft an agreement – asking Waste Mgt to phase 1 test well #6 – also draft the language to include a clause in the closeout document stating Pinetop Fire District would assume risk if something were to happen after purchase. = Waste Mgt is afraid they will end up with culpability, so we should eliminate that problem with a phase 1 test to fall back on. There was some discussion about a “Superfund” but it was quickly agreed that it would not pertain to this particular 2.5-acre parcel and problem. There was also discussion about the cost for testing and to meet a return investment, Chief Morgan told them that we are not looking to get a return on the property. Bill Whittington was not on the agenda but agreed to draft retention letter to the property attorney for review at the next board meeting. Ernie Lawes asked if we would have to test the whole 2.5 acres, chief assured them that only the well in question is the problem and would need a benchmark number to go forth. At the next meeting there would be a retention letter for review by the board. All agreed they would go forward as discussed. This is informational only - no board action

5. Discussion/Consideration/Possible Approval re; updates on 2021 Wildfire Season

Reports are included in packet; this is just an update of ongoing Wildland Fire situation in the area.

Chief Morgan; PFD has not really been out of wildland season since last year. We still have people out on fires. The whole area is in Stage 2 Restrictions, hopefully they will close the forest. He explained there is a shortage of resources due to all of the huge fires this year, Telegraph, Mescal, Heber, Payson, Prescott, New Mexico just to name a few.

Wildland revenue is up by \$340,000.00 and with that comes significant expenses such as backfill and overtime, yet it all balances out. Chief Morgan told them as an example, his crew and truck should generate about \$50,000.00 for the district.

The crews have been stretched to the limit with some working 3-4 days at a time for backfill and others taking back-to-back fires. Thank you to all the firefighters and their families in and out of district for their hard work and dedication to this ongoing wildland fire season.

Congratulations to Captain Green who has now earned one of the coveted titles of Operations Section Chief – typically reserved to forest service only - but now we are fortunate to have one in district --this is an important upgrade for us, wildland fires and Captain Green.

Chief Morgan told them that the resources are becoming finite, that many fires are going unstaffed, we had a couple of orders for a type 1 and type 2 crew but they went unfilled. The whole southwest is at a PL5 from AZ to New Mexico to West Texas they are juggling resources according to severity with prepo units for more dramatic events. There was discussion about the fires seemingly in the brush at this time and not the big ponderosa pines, but Chief reminded them about the crown fires in the Heber-Overgaard area.

This is informational only - no board action

6. Discussion/Consideration/Possible Approval re: Emergency purchase of Type 1 Engine

Operations at St 12 we were hoping to open a “jump station” which means crew would jump on most appropriate unit for whatever call type, example if a structure fire they would jump on the engine, if an ambulance call – they would jump on the ambulance, however - in preparation for that we noticed our Kenworth just came back from the shop and during a routine pump test it was found to have a crack in the intake manifold- (see pictures included in packet). That truck is one of our oldest vehicles, market range for that is \$29 to \$97,000, the estimate to repair just the casing will be at least an additional \$10,000 and will ultimately need additional expenses which will be about 1/3 of the value to replace it. Currently our Type 1 Engine is down with a shackle and bumper break on the rear axle which was not going to be repaired until August because TMFMD is also dealing with issues. The Kenworth is 1999 our E1 is a 2004 they are both scheduled for replacement but we need to speed that up. We were waiting for a grant or funding but now we need to look for a new front line engine. Chief Wallace has been looking at some models with like equipment and we found that HME who did our newest engine has a few demos and a brand-new engine being built just like the one we just purchased. They would have to add the EMS cabinet. It will be challenging but we can do it, we have many resources right now to cover the expense. We have been saving for a while and with this wildland fire season it will be no time before we could just pay for it in cash and recover the costs as the season progresses.

There was discussion on purchasing demo vs new and everyone agreed that we should just purchase the new Engine, then they can add the EMS cabinet during build finish. Dan Jerome was present and suggested we move soon due to rising supply price increases and he cannot guarantee the pricing if we wait. The delivery time would be September – he told the board that even if we chose the demo trucks the timing would be about the same.

There was some discussion about the financing of the vehicle, Gabe Buldra from JVG assured them it would be fine and totally affordable at this time.

Carla Bowen made the motion authorizing Chief Morgan to execute a purchase contract with REDSKY Fire Apparatus LLC for \$525,690.00 excluding sales tax or operational equipment as presented. Seconded by Ernie Lawes -

Chief Morgan asked Dan Jerome for clarification on pricing, Mr. Jerome informed the board the price would be \$584,480.00

Carla Bowen amended the motion to execute a purchase agreement with REDSKY Fire Apparatus LLC for \$584,480.00 excluding sales tax or operational equipment as presented. Seconded by Ernie Lawes, motion passed unanimously 5-0.

7. Discussion/Consideration/Possible Approval re: Employee Wildland PPE Sharing Program Policy

This is an incentive for the crews to participate in wildland fires and better equip them for those fires through a revenue sharing program for PPE. The PPE is a higher end Crew Boss Dragonwear, it is more stylish and made from rip stop Nomex Kevlar which will last longer than what they use now. It exceeds the standards is more protection and has a better feel. We would hope to purchase 3 outfits for people that participate which includes shirts and pants. The percentage of equipment revenue would be 5-8-10%.

Maybe this would encourage employees to do wildland fires. Carla Bowen suggested that we do 10% towards purchase of PPE.

Ernie Lawes made the motion to authorize the fire chief to develop a wildland response incentive policy allowing 10% of equipment revenue to be utilized to purchase wildland PPE. Seconded by Carla Bowen, motion passed unanimously 5-0

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:

July 19, 2021

VI. Announcements

- a. Leadership Conference
- b. AFDA conference

VII. Adjournment

Chairman Rowlinson adjourned the meeting at 6:40 pm

Respectfully Submitted

Karen Robbins