

Pinetop Fire District Station 12
Regular Meeting of Pinetop Fire Board
Monday, May 17 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, Carla Bowen, Brad Baker. Ernie Lawes present at 550 pm

Also, Present, Gabe Buldra, Ben Archer and Sara Simonton from James Vincent Group, Chief Jim Morgan and Attorney William Whittington by video conference

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 April 19, 2021.
- 2) Approval of Warrants paid in April 2021.

Doug Wright pointed out that his name should be removed from the April Board Minutes at the end for adjourning the meeting. It should say "Chairman Rowlinson adjourned the meeting" not Chairman Wright. Correction Noted.

Carla Bowen made the motion to approve the consent agenda, as presented and corrected, seconded by Brad Baker, motion carried unanimously 4-0

V. Board Business

1. Discussion/Consideration/Possible Action re: Adoption of proposed tentative 2021/2022 Budget

Gabe Buldra, Ben Archer and Sara Simonton from James Vincent Group were present to give a budget summary for tentative approval. All documents included in packet.

We are very fortunate to be able to maintain our yearly tax rate at \$3.1755, noting the dismal AV Rate at 2.41% which was not anticipated. There was some discussion about the next 3-to-5-year projection and paying off C.O.P.S., funding PSPRS and ASRS as well as the leave reserve fund, Healthcare factored in at 4.5% and Workers Comp also should have a modest increase. There will also be a COLA across the board with 1.3% and merit increases accordingly, the majority of our workforce has topped out.

Several grants also included in the new budget, and funding hazardous fuels reduction response vehicles.

Buildings and land went down substantially due to station improvements completed this fiscal year both stations. Vehicles and Equipment went up slightly due to some fitness equipment needs.

Ms. Simonton noted that this is a balanced budget.

Carla Bowen made the motion to approve and tentatively adopt the 2021/2022 fiscal budget, fee schedule and wage scale as presented. Seconded by Doug Wright, motion passed unanimously 4-0.

2. Discussion/Consideration/Possible Action re; Presentation of April 2021 Financial Reports

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

Some highlights are;

Wildland Fire and Ambulance Revenue have outperformed this season and continue to do so.

Navajo County Revenue was over budget by 25,411

Non-Levy Revenue was also over budget by \$63,055 at 312,645

Grant income was under budget by \$117,419

Wildland income over by **\$208,818**

Ambulance income continues to rise above budget also

Expenses for March totaled \$629,486 which is over budget by \$116,016

Building and land expense was 41,541 over budget due to station repairs outside paint at station 11 and Flooring at station 12.

Communication and IT service is \$17,819 over budget - driven by timing of dispatch fees

Vehicles and Equipment are over due to fleet maintenance and managerial is under budget.

Fiscal Year Revenues are over budget by 621,841 at \$7,395,596

Property Tax Revenue is under budget by \$163,909

Non-tax revenue is over budget by \$785,750 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 \$663,966

Our Total Cash is \$4,711,773 which is \$408,233 more than March of last year and \$967,274 more than this time last year.

Carla Bowen made a motion to accept the May 2021 Financial Reports as presented.

Seconded by Doug Wright, motion carried unanimously 4-0.

3. Discussion/Consideration/Possible Action re; Update on land purchase

Last meeting staff was directed to start the process. Update Bill Whittington has talked with the environmental attorney about the concerns. We want to retain district privity and we can't rely on Waste Mgt for the report. Chief Morgan has reached out to ADEQ with public records request as directed by the board and found that it is a large file with possibly over 1000 pages. Once those are digitally produced, we will pay the copy fee and should receive them accordingly. Chief Morgan advised the board that when he receives the report he will forward a summary report directly to the board. Brad Baker asked if we are able to buy time or if there is an urgency to push forward. Chief Morgan told Mr. Baker that he spoke to Mr. Post and they do not have a time limit we can proceed at our own pace. Asst. Chief Wallace told the board he had talked to Mr. Denton at the county- and they will let us have a small space for a time and the contractor has a delay in their job also giving us more time. We are still working on office spaces across the street but as of this meeting has not been a IGA agreement with the county, hopefully next meeting.

This is updated information only, no board action

4. Discussion/Consideration/Possible Approval re: updates on 2021 Wildfire Season

Information is in the packet. We are in State 1 restrictions much earlier than in prior seasons. Arizona has had 3-4 fires so far and they were handled, but things are not looking good. The fuels crew or suppression module is very busy starting severity patrol – hand crew initial attack, they are staged there at the Lakeside Campground across from the Lakeside Ranger Station. Remember this is all reimbursable. We continue to hope for rain and will probably be in Stage 2 Restrictions before long. Hopefully our summer visitors will adhere to the restrictions and observe our fire dangers.

Informational only – no board action.

5. Discussion/Consideration/Possible Approval re: Covid 19

As of the May Meeting Covid impact is down significantly. All of our employees that were on quarantine have been back to work. Approximately 20% of our people have been vaccinated and of course the ones that contracted the virus probably have immunity for a period as well. WE plan to seek reimbursement for lost wages from the CARES act program. Chief asked if anyone would like monthly updates for Covid and they decided only if something changes or to add to his Chief Report

IV. Summary of Current Events

1. Fire Chief Report regarding district activities:

Greg Chavez completed his Engineer Task Book allowing him to do Act up activities – he also completed his associates degree in para-medicine.

Fuels Crew, 2 tested for EMT and 1 passed, 1 needs to retake his national registry. It is a hard test and I am sure he will pass next time.

2. Board Chair Report: Chairman Rowlinson; it is hot in the valley and I am doing very well, I hope to be home on the mountain soon.

Ernie Lawes present at 530pm

Future Meeting Dates:

June 21, 2021

VI. Announcements

- a. Leadership Conference Carla Bowen and Ernie Lawes? Let Chief know for sure and if there is anyone else. AFDA – don't wait to sign up for AFDA the rooms fill up fast.
- b. Mandatory Classes are begin held for Board Members on May 21 at TMFMD it is an all-day class. 8-430 pm.

VII. Adjournment

Chairman Rowlinson adjourned the meeting at 5:51 pm

Respectfully Submitted

Karen Robbins

