

Regular Meeting of Pinetop Fire Board  
Monday May 16, 2022  
Pinetop Fire District Station 12  
Video & Conference Available  
1845 S. Pine Lake Rd, Pinetop AZ 85935

**Call the meeting to Order: Chairman John Rowlinson called the meeting to order at 5:00pm**

**Roll Call of Board Members; - Carla Bowen, Ernie Lawes, Brad Baker and Ben Borrego were present, John Rowlinson by video conference**

Also present, Chief Jim Morgan, Asst. Chief Richard Wallace, (JVG) Sara Simonton and Gabe Buldra available by video conference with Attorney William Whittington by telephone.

**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 for April 2022
- 2) Approval of Warrants paid in April 2022

Carla Bowen made the motion to accept the April 2022 consent agenda as presented, seconded by Brad Baker, motion carried unanimously 5-0

**IV. Possible Vote to Go into Executive Session**

Possible action re: possible vote to go into executive session pursuant to position and instructing the district's representative regarding negotiations and A.R.S. §38-431.03 [A][4], in order to consider its position and instruct the district's attorney regarding possible contracts RE: the possible acquisition of real property. Chief Morgan would like to postpone this item until later in the meeting to accommodate members of the public.

1. Discussion/Consideration/Possible Action re: Adoption of proposed tentative 2022/2023 budget

Documents are included in the packet. Sara Simonton present to give a brief summary of the schedule and overview of the 2022/2023 budget. The budget is balanced, which was a concern at the last meeting. By a payoff of our Zions Bank Equipment loan and the proposed revenue from our 4.31% AV growth, we should be able to maintain our capital replacement schedule, keep the tax levy rate at 3.1755, and remain cash solvent. This budget includes a 5.9% COLA increase based on Social Security cost of living increase. We can still fund our unfunded liability goals; including PSPRS changes, a 5% healthcare increase, employee leave reserves, and our largest impact- Workers Compensation Trust at 90% of our AV increase. Please note, we do not add wildland fire income as part of our bottom line, it funds our capital replacement and part of our capital reserves. Ms. Simonton gave a quick summary of non-tax levy income, our donations and expenses.

Mrs. Simonton reminded the board that we also would have to fund the 3 SAFR Grant positions which will show on our 3-5 yr. projection.

There was some discussion about grant funding, donation money and adjusting the increase for ambulance revenue. Chief Morgan reminded them of some legislature good or bad that may be coming - and if so, we would address the increase at a different meeting.

There were no questions just praise for the hard work and balanced budget.

Ben Borrego made the motion to approve and tentatively adopt the 2022/2023 fiscal budget, fee schedule, and wage scale as presented. Seconded by Ernie Lawes, motion passed unanimously 5-0.

2. Discussion/Consideration/Possible Approval re; Presentation of April 2022 Financial Reports.

All documents and reports are included in the packet.

Sara Simonton (JVG) gave a brief summary of the April financial reports.

A few highlights: Navajo County Revenue for April was over budget by \$28,091 totaling \$944,104

Non-Levy Revenue was under budget by \$204,338 at only \$63,565. Probably due to lower than anticipated wildland fire income and grant income timing.

Expenses for April were under budget by \$69,579. Personnel and grant expenses were lower than budgeted.

Year to date total revenue was over budget by \$1,441,427 at \$8,292,148

Wildland was over budget by \$1,320,315, grant and misc. was also over budget.

Year to date expenses were also over budget driven by wildland deployment and grant related expenses.

Total cash at \$4,408,610 which was more than March 2022 but \$308,436 less than this time last year.

Percentages are Personnel 65%, Ops at 29%, Admin at 4% and Communications at 2%

Carla Bowen made the motion to accept the February 2022 Financial reports as presented, seconded by Ben Borrego, motion carried unanimously 5-0

3. Discussion/Consideration/Possible Approval re; Land Purchase proposal from Martinez Investment LLC for 5 acres at \$125,000.00 per acre with purchase/carrying terms.

Chief Morgan would like to postpone this item with the possible vote to go into Executive Session until the end of the meeting.

4. Discussion/Consideration/Possible Approval re; Support for Chief Morgan's participation as the AFDA Treasure position

Chief Morgan explained that he would be the incumbent for this position and with his participation there is the benefit of networking for the district which is very beneficial. He would need the Board's approval to proceed forward.

Brad Baker made the motion to support Fire Chief Jim Morgan's role with the AFDA organization as the Treasure as presented. Seconded by Carla Bowen, motion passed unanimously 5-0

5. Discussion/Consideration/Possible Approval re; November 2022 mid-term Fire Board Elections

There are two positions up for reelection. Mr. Rowlinson and Mr. Baker. If no one runs against the two, we would not have to hold an election which would save the district approx. \$8000.00 including advertising. Currently the board signature packets are available and they would need to collect 14 signatures. Chief is hopeful that both gentlemen would seek reelection.

Informational only - no board action.

## Summary of Current Events

**1. Chief Report**

Wildland Fire Season is upon us and we have multiple resources in New Mexico.

**2. Board Chair Report**

Nothing significant to report

*--This item was postponed from earlier in the meeting--*

**IV. Possible Vote to go into Executive Session**

Possible action re: possible vote to go into executive session pursuant to position and instructing the district's representative regarding negotiations and A.R.S. §38-431.03 [A][4], in order to consider its position and instruct the district's attorney regarding possible contracts RE: the possible acquisition of real property. Chief Morgan would like to postpone this item until later in the meeting to accommodate members of the public

**3. Discussion/Consideration/Possible Approval re; Land Purchase proposal from Martinez Investment LLC for 5 acres at \$125, 000.00 per acre with purchase/carrying terms.**

Carla Bowen asked that the board go into executive session to discuss the Land proposal at 6:05pm, seconded by Ernie Lawes, motion passed unanimously 5-0

**Returned from Executive Session at 6:38pm**

Carla Bowen made a motion to instruct the Fire Chief, as an agent of the District Fire Board regarding the Land Purchase Proposal, to proceed as instructed in executive session. Seconded by Ernie Lawes, motion passed unanimously 5-0

**VI. Future Meeting Dates: June 20, 2022**

1. Tentative consideration of adoption of 2018 ICC Fire and WUI Code
2. Budget final adoption with public hearing
3. Wildland Fire updates

**VII. Announcements**

1. AFDA summer meeting in Glendale – for scheduling contact Chiefs Morgan or Wallace.

**III. Adjournment**

Meeting was adjourned at 6:40 pm

Respectfully Submitted

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Karen Robbins