

Regular Meeting of Pinetop Fire Board  
**November 20, 2023**  
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; Present- John Rowlinson, Carla Bowen, Wayne Booher, Edie Webber and Ben Borrego was absent.**

Administration present; Attorney Bill Whittington remotely. Chief Jim Morgan, Asst. Chief Richard Wallace, Gabe Buldra and Sara Simonton from (JVG) and Karen Robbins

**1. 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 October 2023 Meeting Minutes
- 2) Approval of Warrants paid in October 2023

Carla Bowen made the motion to accept the Consent Agenda as presented. Seconded by Edi Webber. Motion passed unanimously 4-0

**III. Personnel**

**Badge pinning cancelled as Louis Mirabelli was not present for the meeting.**

**IV. Board Business**

**1. Discussion/Consideration/Possible Approval re: Presentation of the September 23 Financial Reports**

Gabe Buldra gave a summary of the September 2023 financial reports. All reports were included in the board packet. Some highlights were;

Navajo County Revenue was at \$2,166,172 which was over budget for the month by \$280,804.  
Wildland revenue was over budget \$86,446 and Grants were over by \$192,344 due to ARPA funding

Expenses for October were \$604,587, which were over budget by \$124,898,  
Personnel was also over by \$111,697 primarily driven by wildland deployments,  
Meetings and travel/training is over by \$17,105 were also driven by wildland deployments.

Year to date Revenue is \$4,399,781 which is over budget by \$666,674  
Year to date Expenses were \$2,623,844 which were \$368,000 over budget

Total Cash was \$3,404,957 which is \$1,106,313 less than this time last year.

Percentages were; Personnel 78%, Ops 16%, Admin 5%, and Communication 1%.

Edi Webber made the motion to accept the October 2023 Financial Reports as presented. Seconded by Wayne Booher. Motion passed unanimously 4-0

2. **Discussion/Consideration/Possible Approval re; Adoption of Resolution 23-01 and Certificate of Authority in consideration of approval to refinance the current lease purchase agreement through National Bank of Arizona (station 11 2015) and to include Larson land purchase.**

Chief Morgan, this is a complex refinance package which will combine the Larson property and Station 11. We are hoping this will provide extra cash and stability for the future in these uncertain economic times. It became a little confusing when the bank realized the properties were at completely different addresses. We are waiting on the documents now from Zion's Bank that have the complete terms and changes for your approval and authorization. There was some discussion about the Israel Govt/Chinese required documents that Attorney Bill Whittington added for signature and the interest rate change to 5.25% since last discussion at 4.7%. If so moved, the Board would be authorizing Chief Morgan to execute on the Board's behalf, the refinance package once the documents were available.

Carla Bowen made the motion to modify the resolution and lease purchase documents including resolution 23-01 to include reference to the proposed ground lease and to approve the lease purchase agreement with Zions Bank corporation dated November 3, 2023 as modified and the proposed Certificate of Authority, authorizing the Fire chief and James Vincent Group to execute on the Board's behalf, the financing package for Fire Station 11 and the Larson Land with all associated documents, through Zion's Bancorporation (National Bank of Arizona) as presented. And to authorize all said documents to be modified to reflect the Larson real property being acquired as of October 5, 2023 as opposed to the June 15, 2023 reference in the related documents. Seconded by Wayne Booher. Motion passed unanimously 4-0

3. **Discussion/Consideration/Possible Approval re; Intent to seek Ambulance transportation rate adjustment.**

Chief Morgan, we are asking to increase the amount we charge for ambulance transports. There was discussion about timing and the amount of increase- we normally are entitled to an automatic rate increase; this is for a larger more substantial amount. It was noted that we have not requested a rate adjustment for some time and will probably still be lower than some other districts in the state.

There was a question concerning if a patient and their insurance had to pay, it would probably raise their rates. Mr. Buldra told them that regardless, we still need to recoup monies for our service, there are many things that constitute what we can charge; salaries, fuel, vehicle maintenance, EMS supplies, electricity, wear and tear, all of the equipment on the ambulance, training and insurance - everything is taken into consideration when Arizona State Department of Health Services- Bureau of Emergency Medical Service and Trauma Systems make their decision. It is literally taking all of our income and expenses and breaking it all down into EMS percentages and determining if it is reasonable to raise our rates.

Carla Bowen made the motion to direct staff to move forward with the application to the Arizona Department of Health Services, Bureau of Emergency Medical Service and Trauma Systems for a general ambulance rate increase as outlined in the base rate analysis report. Seconded by Wayne Booher. Motion passed unanimously 4-0

4. **Discussion/Consideration/Possible Approval re; Adoption of Resolution 23-02 to amend the PSPRS COP's lease purchase agreement**

Chief Morgan, this is to amend the PSPRS COPs Lease Purchase Agreement so we may dispose of our property that need to be replaced. As an oversite our fleet was included in the assets used for our PSPRS COPs collateral. There was discussion about the process and what happened when we sold two of our oldest vehicles and had to recover them. Chief Morgan and Gabe Buldra (JVG) are working with STIFEL to amend our agreement. Attorney Bill Whittington has modified the language amending the Lease Purchase Agreement to allow for reasonable disposal of vehicle assets.

Wayne Booher made the motion to adopt resolution 23-02 First Amendment to Lease Purchase Agreement between Zion's Bancorporation (National Bank of Arizona) and the Pinetop Fire District as presented. Seconded by Edi Webber. Motion passed unanimously 4-0

5. **Discussion/Consideration/Possible Approval re; Authorization to seek Bonding Opportunities for District Fixed Capital Project**

We are hoping to develop a plan exploring a bond process to help cover costs of the build for Station #10. There was discussion about the process for the grant we have submitted.

There was discussion about the proposed school bond and Timber Mesa Fire bond and how people just are not voting in favor of them in our communities. It was noted we will all have to educate the public about the benefits of another station.

Chief Morgan provided in the packet several other fire districts and costs associated with building new facilities. Discussion about the process and getting our conceptual master plan design and associated costs.

Question about survey costs and timing of election.

Carla Bowen made the motion to authorize the fire chief and James Vincent Group to begin discussions with bonding consultants to provide the board with necessary information to make informed decisions. Seconded by Edi Webber. Motion passed unanimously 4-0

6. **Discussion/Consideration/Possible Approval re; Approval to purchase Fleet Capital Purchases authorized through the 2023-2024 budget.**

Discussion about the rolling stock and need for newer vehicles. With 3 bids (included in packet), it would benefit the district and community to shop locally at Show Low Ford. We need one (1) 2023 Ford F-150 4x4 Super Crew XLT command Vehicle and two (2) Ford Ranger Support Vehicles. These vehicles will replace C-4, C-5 and C-8. These all are all well within the point system for replacement.

We have already set aside \$180,100.00 in our budget for capital replacements.

Edi Webber made the motion to direct staff to move forward with the purchase of one (1) 2023 Ford F-150 4x4 Super Crew SLT and two (2) Ford Rangers from Show Low Ford not to

exceed \$144,513.34 inclusive of taxes and shipping. Seconded by Wayne Booher. Motion passed unanimously 4-0

**V. Summary of Current Events**

**1. Chief Report**

The report is included in packet – Chief Morgan summarized the IFT process and calls that we were providing.

RSVP with Captain Moseley know if you are going to the Christmas Party at Charlie Clarks on Dec 16, 2023.

**2. Board Chair Report - none**

**VI. Future Meeting Dates: December 18, 2023**

**VII. Announcements; AFDA in January – Let Chief Wallace know if you would like to attend, so he can reserve a room for you**

Meeting was adjourned at 6:32 pm

Respectfully Submitted

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Karen Robbins