

Regular Meeting of Pinetop Fire Board  
**November 18, 2024**  
Pinetop Fire District Station 12  
Video & Conference Available  
1845 S. Pine Lake Rd, Pinetop AZ 85935  
Call the meeting to Order: John Rowlinson called the meeting to order at 5:00pm

**Roll Call of Board Members; Present John Rowlinson, Edie Webber, Ben Borrego and Wayne Booher, Carla Bowen was excused.**

Administration present: Chief Jim Morgan, Asst Chief Richard Wallace, Attorney Bill Whittington and Gabe Buldra were available in person.

**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 2024 Meeting Minutes
- 2) Approval of October 2024 Warrants paid.

Ben Borrego made the motion to accept the Consent Agenda as presented. Seconded by Edith Webber. Motion passed unanimously 3-0.  
Mr. Booher abstained.

**III. Board Business**

**1. Discussion/Consideration/Possible Approval re; October 24 Financial Reports**

All reports are in the board packet. Gabe Buldra (JVG) was present to give a quick summary of the October 2024 financial reports. Some highlights were.

Navajo County Revenue and property tax collection were over budget by about \$62,000.00. Non-levy revenue –was over budget by about \$573,000.00- attributed to wildland fire deployments. Ambulance Revenue is finally back on track – we should see improvement by the next meeting.

Expenses for October were over budget by \$180,000.00, wildland deployment driven. Personnel Expenses are over budget by \$162,000 also driven by wildland fire deployments, wages and OT  
Managerial costs were under budget driven by timing of professional fees.

Year to date Revenue is \$4,632,286 which is over by about \$779,794.00.  
Ambulance revenue is under budget \$122,000.00. We are finally starting to see revenue.  
Wildland is over budget by \$894,788.  
Grant Revenue is under \$31,534.

Year to date Expenses were \$3,459,195 which is \$855,695 over budget driven by Wildland Fire Personnel and deployment expenses  
Total Cash is \$3,692,050 which is \$274,589 more than this time last year.

Percentages; Personnel 77% Ops 15%, Admin 5%, and Communication 3%.

The district is in a good position right now.

Ben Borrego made the motion to accept the October 2024 financial reports as presented. Seconded by Edie Webber. Motion passed unanimously 3-0.  
Mr. Booher abstained.

2. **Discussion/Consideration/Possible Approval re: Adoption of the 2025 Board Meeting Calendar**

Chief Morgan explained the dates for the 2025 Board Meeting Calendar. Two meetings coincide with Federal Holidays and would obviously be scheduled for before or after that date. The dates will be after to allow for financial reports.

Edie Webber made the motion to approve the proposed 2025 regularly scheduled board meeting dates to include the recommended January and February adjustments to accommodate the Federal Holidays as presented. Seconded by Ben Borrego. Motion passed unanimously 3-0.  
Mr. Booher abstained.

3. **Discussion/Consideration/Possible Approval re: Fatal Structure Fire at 3400 Block of Blacksmith Trail.**

This is a requested update from the fatal structure fire on Blacksmith Trail. Chief Morgan explained that the cause was still under investigation. He explained the process and told the board that the probable cause was the radiant heater igniting combustibles at the home. We must wait for the official forensics and official report to say emphatically that was the cause, but it is very probable.

Chief and Fire Marshal along with Allison Moseley met with the PLA Homeowner Association to discuss the Grey Fox Fire and unlike the Blacksmith Trail fire they were more concerned about the open burning process. The HOA pushed out information to about 1800 people. This is only discussion – no board action required.

4. **Discussion/Consideration/Possible Approval re: Station 10 Bond Election Updates**

Informational only. Chief Morgan and Chairperson Rowlinson thanked everyone involved for the success of the bond election. Chief briefly explained the process going forward and told the board that we would wait for the county to canvas the election, then sale of the bonds in Feb – March, Bond Review in April to execute the Qualifying statements from contractors, Architect plans in April with a full set of drawings. Maybe construction will begin in June or July. We will see an added attorney involved. Chief Morgan will be completing the grant application for the Wildland Station. He acknowledged this is the first bond that passed in this area for about 35 years. Discussion of tentative plans for Station 10.  
Informational only no motion needed.

**IV. Personnel**

1. **Discussion/Consideration/Possible Approval re: vote to go into executive session pursuant to A.R.S. § 38-431.03 (A) (1) for personnel matters re: Fire Chief Jim Morgan's annual evaluation review.**

Chairperson Rowlinson Explained the process and told the others that Chief Morgan requested no Executive Session – everything out in the public.

Mr. Rowlinson asked that the members go over their evaluations. All the board members had glowing reviews for Chief Morgan, they were all proud of the job he has done and will be doing in the future. Chief Morgan thanked them and expressed his pride in the growth of the employees and district.

Mr. Booher abstained from the evaluation.

**V. Summary of Current Events**

**1. Fire Chief Report**

Chief Morgan Thanked everyone for the bond passing, He told the board that is very proud of the effort and accomplishment.

**2. Chairperson Rowlinson echoed the response from Chief Morgan.**

**VI. Announcements.**

Winter AFDA in Laughlin for anyone that needs statutory training. Dates are January 15-17  
Employee Appreciation Dinner – please let Captain Moseley know if you will be attending.

Next Board Meeting is December 16, 2024

Meeting adjourned at 5:40 pm

Respectfully Submitted

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Karen Robbins