



SUNSIDES-PEARCE FIRE DISTRICT

SERVING RESIDENTS OF THE SUNSIDES-PEARCE FIRE DISTRICT,
AND NEIGHBORING COCHISE COUNTY

Mailing Address: PO Box 507, 105 TRACY ROAD PEARCE, AZ 85625

PHONE: (520) 826-3645 - FAX: (520) 826-3586

Sunsites-Pearce Fire District
Regular Meeting
September 26, 2017

1. **Call to Order** - The meeting was called to order at 6:11 p.m. by Chairperson Robert Fino.
2. **Roll Call**
 - A. **Attendance and Confirmation of Quorum** - Chairperson Robert Fino, Board Clerk Tom Whiteman, and Board Member Albert Koester. Chairperson Fino acknowledged that a quorum was met.
 - B. **Board Members Absent** – Board Member Keith Brock and Board Member Camme Carlson-Watkins were absent.
 - C. **Declarations of Conflicts of Interest** - No Board Member declared a conflict of interest.
3. **The Pledge of Allegiance** - Fire Chief Josh Steinberg led the attendees in the Pledge of Allegiance.
4. **Recognition of Guests** – No guests were present.
5. **Consent Agenda**
 - A. **Approval of Warrant Reports;**
 - B. **Approval of Expense Reports;**
 - C. **Approval of Minutes for August 29, 2017, Regular Meeting.**

Following discussion, Chairperson Fino moved to approve the consent agenda which is comprised of the Warrant Report, Expense Report, and Minutes of August 29, 2017, Regular Meeting. Board Clerk Whiteman seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Clerk Tom Whiteman, Board Member Albert Koester

Opposed – none

Motion carried
6. **Call to Public** – There were no public members requesting to speak
7. **Financial Report**
 - A **Review, discuss, and possibly approve the financials for August 2017.**

Following discussion, Chairperson Fino moved to approve the financial report for August 2017. Board Clerk Whiteman seconded the motion.

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Vote:

In favor - Chairperson Robert Fino, Board Clerk Tom Whiteman, Board
Member Albert Koester

Opposed – none

Motion carried

- 8. Fire Chief's Report** - The Fire Chief's Report was presented by Fire Chief Josh Steinberg.
(See the attached Fire Chief's Report.)

9. Old Business

- A. Review, discuss and possible action regarding Donations received in August 2017.** Following discussion, Board Clerk Whiteman moved to leave the \$95.00 of donations in the M&O account. Chairperson Fino seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Clerk Tom Whiteman, Board
Member Albert Koester

Opposed – none

Motion carried

10. New Business

- A. Review, discuss and possible action regarding the installation of security cameras at the Sunsites Station.** Following discussion, Chairperson Fino moved to accept the bid from Moore Security Solutions of \$4094.18 which includes tax and to begin installation. Board Clerk Whiteman seconded the motion

Vote:

In favor - Chairperson Robert Fino, Board Clerk Tom Whiteman, Board
Member Albert Koester

Opposed – none

Motion carried

- B. Review, discuss and possible action regarding the handling of Donation money.** Following discussion, Board Clerk Whiteman moved to deposit monthly donations received in any amount greater than \$500 into the Capital Reserve account. Board member Koester seconded the motion

Vote:

In favor - Chairperson Robert Fino, Board Clerk Tom Whiteman, Board
Member Albert Koester

Opposed – none

Motion carried

- C. Review, discuss and possible action regarding approval of the revision of SOP #305.1 "PTO Leave" to include PTO accrual for part time employees.** Following discussion, Board Member Koester moved to accept the SOP #305.1 as written and approved by counsel to approve accrual of PTO for part time employees and

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making it retroactive to July 1, 2017. Board Clerk Tom Whiteman seconded the motion

Vote:

In favor - Chairperson Robert Fino, Board Clerk Tom Whiteman, Board Member Albert Koester

Opposed – none

Motion carried

- D. Review and discuss and possible action to declare items on Surplus List 18.01 as surplus.** Following discussion, Board Clerk Whiteman moved to declare the Surplus List 18.01 as surplus. Chairperson Fino seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Clerk Tom Whiteman, Board Member Albert Koester

Opposed – none

Motion carried

- E. Review and discuss and possible action to direct the Fire Chief to proceed with the sale of items on Surplus List 18.01.** Following discussion, Board Member Koester directed the Chief to sell items on Surplus List 18.01 as he deems necessary. Board Clerk Whiteman seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Clerk Tom Whiteman, Board Member Albert Koester

Opposed – none

Motion carried

11. Requests from board members for future agenda items.

- A.** Board Clerk Whiteman requested an agenda item to review, discuss and possibly take action on more effective options to handle accounts in Collections.
- B.** Board Clerk Whiteman requested an agenda item to review, discuss and possibly take action regarding the proposal of installing onsite fuel tanks.
- C.** Board Clerk Whiteman requested an agenda item to give a Vote of Confidence to our Fire Chief and his staff.

12. Adjournment.

Chairperson Fino moved to adjourn the meeting at 7:16 p.m. Board Clerk Whiteman seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Clerk Tom Whiteman, Board Member Albert Koester

Opposed – none

Motion carried

Respectfully submitted,
Diane Allen