



SUNSTITES-PEARCE FIRE DISTRICT

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

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

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Sunsites-Pearce Fire District
Special Meeting
December 27, 2017

1. **Call to Order** - The meeting was called to order at 6:00 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 Camme Carlson-Watkins were present. Chairperson Fino acknowledged that a quorum was met.
 - B. **Board Members Absent** – Board Member Albert Koester was 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** – Ms Monica Patience, CPA and Ms Lillian Reed were present.
5. **Consent Agenda**
 - A. **Approval of Warrant Reports;**
 - B. **Approval of Expense Reports;**
 - C. **Approval of Minutes for November 28, 2017 Regular Meeting.**

Following discussion, Board Clerk Whiteman moved to approve the consent agenda which is comprised of the Warrant Report, Expense Report, and Minutes of the November 28, 2017, Regular Meeting. Chairperson Fino seconded the motion.

Vote:
In favor - Chairperson Robert Fino, Board Clerk Tom Whiteman, Board Member Camme Carlson-Watkins
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 November 2017.

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

Vote:

In favor - Chairperson Robert Fino, Board Clerk Tom Whiteman, Board Member Camme Carlson-Watkins

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 the installation of on-site fuel pumps. Chief Steinberg addressed the Board stating the fuel company we are requesting information from has failed to answer questions regarding wiring diagrams, so accurate estimates cannot be submitted for approval. Following discussion, Chairperson Fino moved to table the matter to a later date when more information on the cost to install becomes available. Board Clerk Whiteman seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Clerk Tom Whiteman, Board Member Camme Carlson-Watkins

Opposed – none

Motion carried

B. Review and discuss Letters of Interest and possible action regarding vacant Board Position. No letters have been presented for review or discussion and no action was taken.

10. New Business

A. Review, discuss and possible action to accept the FY 2017 Audit – Ms MG Patience, CPA presented the audit. Following discussion, Board Clerk Whiteman moved to tentatively approve the FY 2017 Financial Audit pending further review, and final approval will be given in January. Board Member Carlson - Watkins seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Clerk Tom Whiteman, Board Member Camme Carlson-Watkins

Opposed – none

Motion carried

Sunsites-Pearce Fire District
Special Meeting
December 27, 2017

- B. Review, discuss and possible action regarding the purchase of a Used Fire Truck.** Chief Steinberg addressed the board stating that this purchase is still in the preliminary stages and not a lot of info is available at this time. Following discussion, Chairperson Fino moved to table the topic until we receive more information. Board Clerk Whiteman seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Clerk Tom Whiteman, Board Member Camme Carlson-Watkins

Opposed – none

Motion carried

- C. Review, discuss and possible action regarding the purchase of an Ambulance through the USDA 75/25 Grant.** Chief Steinberg addressed the board stating that the USDA received some funding, but we will not know our options until January. Following discussion, Board Clerk Whiteman moved to table this item until we have more information on our funding options. Board Member Carlson - Watkins seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Clerk Tom Whiteman, Board Member Camme Carlson-Watkins

Opposed – none

Motion carried

- D. Executive Session - Vote to go into Executive Session pursuant to ARS 38-431.03 (A) (3) and (4) for discussion or consultation with legal counsel regarding contracts and pending or contemplated litigation, claims, or demands, including issues involving Medicare.** Board Clerk Whiteman moved to enter Executive Session pursuant to ARS 38-431.03(A)(3) and (4) Board Member Carlson - Watkins seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Clerk Tom Whiteman, Board Member Camme Carlson-Watkins

Opposed – none

Motion carried

The public meeting was recessed at 7:03 pm in order for the Board Members to enter into executive session. Chief Steinberg retired from the room.

- (i) **Resume Public Meeting and Call to Order** – Chief Steinberg returned to the room and Chairperson Fino called the meeting to order at 7:33 pm.

Sunsites-Pearce Fire District
Special Meeting
December 27, 2017

- E. Review, discuss and possible action regarding the Medicare issue.** Chairperson Fino moved to review the revenue & expenses for the 1st Qtr 2018 for any potential decisions that might impact the District. Board Clerk Whiteman seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Clerk Tom Whiteman, Board Member Camme Carlson-Watkins

Opposed – none

Motion carried

11. Requests from board members for future agenda items.

- A.** Board Clerk Whiteman requested an agenda item to review and discuss the AFDA Conference in Laughlin NV with reports from attendees regarding their training sessions.
- B.** Board Member Carlson-Watkins requested an agenda item to review, discuss any interest in the vacant Board position.

12. Adjournment.

Chairperson Fino moved to adjourn the meeting at 7:35 p.m. Board Clerk Whiteman seconded the motion.

Vote:

In favor - Chairperson Robert Fino, Board Clerk Tom Whiteman, Board Member Camme Carlson-Watkins

Opposed – none

Motion carried

Respectfully submitted,
Diane Allen