



# 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

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

---

Sunsites-Pearce Fire District  
Regular Meeting  
July 23, 2024

1. **Call to Order** - The meeting was called to order at 6:00 p.m. by Board Chair Laurin Richey.
2. **Roll Call**
  - A. **Attendance and Confirmation of Quorum** - Board Chair Laurin Richey, Board Clerk Joan Carlson, Board Member Lillian Reed and Board Member Camme Carlson-Watkins were present. Board Chair Richey acknowledged that a quorum was met.
  - B. **Board Members Absent** – Board Member John Holt was absent.
  - C. **Declarations of Conflicts of Interest** – No Board Member declared a conflict of interest.
3. **The Pledge of Allegiance** – Fire Chief Garner led the attendees in the Pledge of Allegiance.
4. **Recognition of Guests** – Community members Mr. and Mrs. Tucker were in attendance.
5. **Consent Agenda**
  - A. **Acceptance of the June Bank Statements.**
  - B. **Approval of Minutes** –
    - i. **June 18, 2024 Public Hearing**
    - ii. **June 18, 2024 Regular Meeting**Following discussion, Board Member Carlson-Watkins moved to approve the consent agenda which is comprised of the June Bank Statements and Minutes from the June 18, 2024 Public Hearing and Regular Meeting. Board Clerk Carlson seconded the motion.

Vote:  
In favor –Board Chair Laurin Richey, Board Clerk Joan Carlson, Board Member Lillian Reed and Board Member Camme Carlson-Watkins  
Opposed – none  
Motion carried

**6. Call to Public** – None

**7. Financial Report**

**A Review, discuss, and possible approval of the financials for June 2024.**

Following discussion, Board Member Reed moved to approve the financial report for June 2024. Board Clerk Carlson seconded the motion.

Vote:

In favor – Board Chair Laurin Richey, Board Clerk Joan Carlson, Board Member Lillian Reed and Board Member Camme Carlson-Watkins

Opposed – none

Motion carried

**8. Fire Chief's Report** – The Fire Chief's Report was presented by Chief Levi Garner.

**9. New Business** –

**A. Review, discuss and possible action to accept the engagement letter from**

**Walker & Armstrong for the FY24 Audit.** Following discussion, Board Member Carlson-Watkins moved to accept the engagement letter with Walker & Armstrong to perform the FY24 Audit. Board Clerk Carlson seconded the motion.

Vote:

In favor – Board Chair Laurin Richey, Board Clerk Joan Carlson, Board Member Lillian Reed and Board Member Camme Carlson-Watkins

Opposed – none

Motion carried

**B. Review, discuss and possible action to fund continuing education for Chief**

**Garner.** Following discussion, Board Member Reed moved to table this item until next meeting when it can be discussed in Executive Session. Board Member Carlson-Watkins seconded the motion.

Vote:

In favor – Board Chair Laurin Richey, Board Clerk Joan Carlson, Board Member Lillian Reed and Board Member Camme Carlson-Watkins

Opposed – none

Motion carried

Sunsites-Pearce Fire District  
Regular Meeting  
July 23, 2024

- C. Review, discuss and possible action to approve the impact statement for the Dragoon Annexation.** Following discussion, Board Member Reed moved to table this item until next meeting. Board Member Carlson-Watkins seconded the motion.

Vote:

In favor – Board Chair Laurin Richey, Board Clerk Joan Carlson, Board Member Lillian Reed and Board Member Camme Carlson-Watkins

Opposed – none

Motion carried

- D. Review, discuss and possible action to approve hiring a 3<sup>rd</sup> party HR company to review and update our policy manual.** Following discussion, Board Member Reed moved to accept the proposal of a 3<sup>rd</sup> party HR company to review and update our policy manual for \$6,500. Board Clerk Carlson seconded the motion.

Vote:

In favor – Board Chair Laurin Richey, Board Clerk Joan Carlson, Board Member Lillian Reed and Board Member Camme Carlson-Watkins

Opposed – none

Motion carried

- E. Review, discuss and possible action to approve signing the AZ Mutual Aid Compact (AzMAC).** Following discussion, Board Member Reed moved to accept and sign the AzMAC. Board Member Carlson-Watkins seconded the motion.

Vote:

In favor – Board Chair Laurin Richey, Board Clerk Joan Carlson, Board Member Lillian Reed and Board Member Camme Carlson-Watkins

Opposed – none

Motion carried

**10. Requests from board members for future agenda items. –**

**A. Tabled items from tonight**

- 11. Adjournment.** - Board Clerk Carlson moved to adjourn the meeting at 6:22 p.m. Board Member Reed seconded the motion.

Vote:

In favor – Board Chair Laurin Richey, Board Clerk Joan Carlson, Board Member Lillian Reed and Board Member Camme Carlson-Watkins

Opposed – none

Motion carried

Respectfully submitted,  
Diane Allen