

**MINUTES OF THE WHETSTONE FIRE DISTRICT
BOARD MEETING, DATE 20 APRIL 2022**

1. CALL TO ORDER AT 6:11PM

2. ROLL CALL/ AFFIRMATION OF QUORUM:

Chairperson Steve Hasson called the meeting to order. The meeting was held in the Whetstone Fire District Station 321 classroom, 2422 N Firehouse Lane, Huachuca City, Arizona.

Members:

Chairperson	– Steve Hasson
Clerk	– Absent
Board Member	– Bruce Harris
Board Member	– Rodney Weichelt
Board Member	- Vacant

Staff Present:

Fire Chief Jarvis
Financial Chief Cathy Dyer

Absent:

It was determined a quorum existed with three board members present.

3. PLEDGE OF ALLEGIANCE

4. CONFLICT OF INTEREST: NONE

5. CALL TO THE PUBLIC: No Public in attendance

6. REPORTS AND CORRESPONDANCE:

A. CHIEF'S REPORT:

- Call count 87 calls for March. 63 EMS, 24 Fire and Public Assists
- Informs of an increase in fire activity and calls for the year
- Total call count to date 250

B. FIRE BOARD CHAIRMAN REPORT:

- April 13th work session was conducted, last approximately 1.5 hours. The board was apprized of the current budget deficit and was informed of some budgetary issues and possible solutions. A lot of input was received

7. OLD BUSINESS:

A. **Review, Discussion and Possible Action of;** the expired commercial lease with the Whetstone Water Improvement District;

- **Confirmation of the lease extension granted for an additional year preceding the contract deadline**

- Decision was made to go back and look at the Meeting Minutes from last year to decide when the 1yr extension for the Whetstone Water's use of the building was to start and when it would end. It was determined that that the extension was granted on May 27th 2021 by way of motion, to extend the commercial lease for an additional year following the expiration of the lease. Chairman Hasson confirms the Water Office has another year before they have to vacate the building. Board Member Weichelt asked to make an amendment to the extension. The board would like to consider possible future options with the extension conditions that may include utilizing additional storage that the water district may not currently be using at the facility.

MOTION: No motion made at this time MOVED BY: SECONDED BY: RESULT:

B. **Review, Discussion and Possible Action of Fry Fire District / Town of Huachuca City Emergency Medical and Fire Protection Assistance Options to Include but not Limited to;**

- **Mutual – Aid and or Automatic – Aid Responses Certificate of Necessity (CON)**

-- Chief Jarvis states he has nothing to report as he had not heard back from the Attorney on the matter aside from receiving billing for her review of the request sent to her. Chairman Hasson asks Chief Jarvis to talk to Fire Chief Savage to see if he had heard any updates on the progress. Chief Jarvis stated he spoke with Chief Savage last week and that Chief Savage stated that he'd talked to his attorney, and his attorney had not heard from our attorney. Determined this item would be continued.

MOTION: No motion made at this time MOVED BY: SECONDED BY: RESULT:

C. **Review, Discussion and Possible Action of Rental building lease options for unoccupied stations and an update on water tank conditions on site;**

-- Chairman Hasson informs that we need an attorney's guidance on the ability for the Fire District to lease out the buildings to someone other than another public agency. Chief Jarvis stated it was brought the boards attention that we may not be able to lease out the properties. Chief Jarvis states that at the direction of the board, he requested the County Attorney's guidance of the matter and he has not heard back from them. Chairman Hasson requested an update on the water tanks, Chief Jarvis said he had not

addressed the issue with having the tanks inspected. For logistical purpose and necessity the board directs for an inspection of the wells on site at each location.

MOTION: No motion was made at this time MOVED BY: SECONDED BY: RESULT:

D. Review, Discussion and Possible Action of Update on the Status of Repairs to Brush 321;

- Chief Jarvis updates that all parts are in and the truck is stripped and ready for the motor to be installed upon delivery. Chief states the delivery time for the motor was determined to be about 3 weeks out.
- Chairman Hasson asks for the total general cost. Chief Jarvis informs the cost is still around the twenty thousand dollar price. Capt Kenneth Spencer informs the board and those present that he was updated on the delivery date of the parts/ motor being determined for May 1st, and the repairs and install would be complete about a week afterwards.

MOTION: No motion was made at this time MOVED BY: SECONDED BY: RESULT:

E. Review, Discussion and Possible Action of Status of the Proposal for Partnering with Benson Fire, Mescal, and Pomerene for Emergency Medical and Fire Protection Services;

- Chief Jarvis informs we have made contact with Benson Fire and that their Fire Chief has read the proposal and a few days after his review he responded by email stating he was not interested in pursuing or discussing the proposal. Chief Jarvis stated he has directed AC Sam Foster to reach out to Mescal and see if they have any interest in the proposal. Chief Jarvis states he would still like to meet and discuss options with the Fire Chief of Benson, and he informs that we can still present the proposal to the Benson City Hall and let their City Manager review it as well. Chief Jarvis sees no benefit in reaching out to Pomerene at this time.

MOTION: No motion made at this time MOVED BY: SECONDED BY: RESULT:

F. Review, Discussion and Possible Action of the Status of the Direct Sale of;

- 1991 Spartan Ladder Truck (Tiller)

-- Chief Jarvis informs the sale of the truck has been approved for direct sell by the board however; his direct contact for reaching the Chief in Mexico is currently on a fire in Texas. Sale is on hold until that connection can be reestablished.

MOTION:	No motion made at this time
MOVED BY:	
SECONDED BY:	
RESULT:	

8. NEW BUSINESS:

- A. **Review, Discussion and Possible Action of;** Review, Amendment, Discussion and Possible Action Regarding Regular Meeting Minutes for March 30th 2022 and April 13th Work Session Minutes;

-- The work session minutes for April 13th were not made avail for review and approval they will be tabled for review and approval at the following meeting.

MOTION:	Motion made to accept the March 30 th Minutes
MOVED BY:	Bruce Harris
SECONDED BY:	Rodney Weichelt
RESULT:	All were in favor

- B. **Special Presentation; Probationary Firefighter Badge Pinning Ceremony**

-- Item to be tabled until next meeting

MOTION:	No motion taken at this time
MOVED BY:	
SECONDED BY:	
RESULT:	

- C. **Review, Discussion and Possible Action of the Open Board Member Vacancy;**

-- Chairman Hasson informs the board is currently down two board member positions. Member Bruce Harris comments on the importance of informing the public of the necessity and need for board members. Cathy Dyer informs that there has been some interest and that we are expecting some letters of interest for a position on the board. She also states she will post a flyer at the required posting locations for the vacancies as well on multiple social media accounts to include Facebook and continued posting on the website until the vacancies are filled.

MOTION:	No motion taken at this time
MOVED BY:	
SECONDED BY:	
RESULT:	

D. Review, Amendment, Discussion and Possible Action of Board Clerk Dave Johnson's Resignation from the Fire Board

- **Resignation Submitted on April 14th 2022**

-- the board thanks Dave for his time and position on the board and although they are sad to see him go they accepted his resignation from the board.

MOTION: Motion was made to accept Dave Johnson's resignation MOVED BY: Bruce Harris SECONDED: Rodney Weichelt RESULT: All were in Favor
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E. Review, Discussion and Possible Action of the Review of the 2022-2023 Fiscal Year Budget Worksheet;

- Chief Jarvis shares some of the general budget highlights with the board members who were not able to be in attendance at the work session on the 13th of April
- Briefly discusses some of the staffing reduction possibilities
- Briefly discusses some of the possible percentage increases in both employee medical insurance costs and workman's compensation insurance
- Unknown at this time what our FDAT percentage is going to be at this time
- Working with SEACOM Dispatch to reevaluate our fees for possible reduction on dispatch costs
- State legislature items; Marijuana tax collections possible increases in sale benefitting next year's budget. TPT Tax; previously squashed had made a comeback as a Stryker Bill and it has made it to the November ballot and it will be up to the tax payers to approve it. If approved it will take effect in January and should pay out quarterly, possibly around benefitting the district around two hundred thousand dollars possibly impacting our budget
- Possible minimum wage increase, currently unknown but may impact the budget
- Discusses the increase in fuel costs on the budget, transportation costs are driving the costs of products up
- Chief Jarvis explains the grant budgetary lines on the worksheet, as well as the wildland revenues and expenditures lines as "in and out" items
- Chief Jarvis states he has asked the Union for their suggestions on staffing due to budgetary restraints and income losses
- Continues through the multiple pages of the interactive spreadsheet and states it is avail if the board would like a copy
- Chief Jarvis describes the process of collecting revenue and the invoicing process when crews are requested for state fire assignments. The board expresses their concerns with staffing in the district when crews are sent out on assignments. Chief Jarvis confirms we have adequate staffing during their absence

MOTION: No Motion taken at this time

MOVED BY:
SECONDED:
RESULT:

F. Review, Discussion and Possible Action of the Capital Purchase of one or More Cardiac Monitors to Replace Older, Failing Equipment;

-- The board was informed that the current cardiac monitors in service are out of warranty and are failing at times. Chief Jarvis demonstrates the uses of a cardiac monitor and the need for updating equipment. He informs that he has submitted grants for the replacement of the monitors, but the award status of grants is unknown and replacement is necessary now. The board is informed of the three available brands of monitors being the Philips Tempest, the Zoll and the Life Pack. Lieutenant Speer presents information that she had previously gathered on the cardiac monitors including costs and explains the importance of their replacement as refurbishing efforts on the current monitors have been exhausted

- The board requests more information including current quotes on each monitor brand to be provided to them so they can make a responsible, informed decision on the purchase and Chairman Hasson states the board will take employee preference into consideration.

MOTION: No motion was made at this time
MOVED BY:
SECONDED:
RESULT:

G. Review, Discussion and Possible Action of Contract/ IGA for Providing Medical Services to Fort Huachuca;

- Chief Jarvis informs the board that he was recently contacted by a member in the Colonial's Office and asked to put together a quick bid for 24/7 EMS services provided to Fort Huachuca. Chief describes the details of the bid request; breaks down the proposed budgetary items, estimates the call volume and possible ambulance revenue collections that may assist with our upcoming budget. Chief Jarvis states he needs the board's direction to proceed with submitting the quick bid he has created. The board asks if this is doable, Chief Jarvis explains the major expenses up front on this proposal would include the purchase or finance of an ambulance and additional cardiac monitors. He also informs that we would have to hire a minimum of twelve employees to satisfy the proposal needs. Chief informs the contract was mentioned three weeks ago and then they called asking for a bid, the contract ends the 25th of October 2022, giving us 60 days to spool up and have time to work it out. Chairman Hasson comments he feels if the Chief thinks it is possible then it should be pursued. Chief States he was not given a deadline, but submitting the proposal timely is preferred. The board feels there is a great opportunity to be had with him pursuing this proposal

MOTION: No motion was made at this time

MOVED BY:
SECONDED:
RESULT:

H. Review, Discussion and Possible Action of the Financial Report;

- Cathy Dyer presents the financial report packet to the board and breaks down the financial coversheet of balances for the board; Beginning Maintenance and Operations balance for the month of March at \$220.75; total payables; \$112,974.02 total receivables; \$84,439.01, total line of credit advances for the month; 112,271.67. The district has paid back to the line of credit in the amount \$84,439.01 with a line of credit interest payment of \$48.34. She informs although it looks daunting having a zero balance we are currently waiting on remaining real estate and personal property tax revenue to come in. Reserve Account beginning balances for the month of March was \$178, 135.24; total payables; \$3,355.64 total receivables; \$88.48 in interest, the balance ending at \$174, 868.08 Cathy explains the purchase of new equipment would be coming out of this account, and reiterates just how quickly that account could be depleted with equipment purchases. Volunteer Pension Account beginning balance for March is \$44,312.04; total payables; zero total receivables; \$26.57 in interest with an account total ending at \$44,338.61. Cathy is still remaining confident that the District will finish in the black, but is uncertain if we will have any carry over into the new budget. Chief Jarvis informs will be collecting state land revenue from the recent wildland fire as well.

MOTION: Motion to accept the finance report as presented
MOVED BY: Bruce Harris
SECONDED: Rodney Weichelt
RESULT: All were in favor

9. FUTURE AGENDA ITEMS: A WFD Board Member may bring forth general topics for a future meeting agenda. The WFD Board may not discuss, deliberate or take any action on the topics presented, pursuant to A.R.S. § 38-431.02 (H)

- Discussion of Utilization of Space for Storage if the Need Arises/ Possible Amendment to Extension Granted to the Whetstone Water Office for the Continued Use of Building
- Update on the status of the Wells at the PBW area Stations
- Certificate of Necessity (CON) and Mutual Aid Responses with Fry Fire District
- Building Lease Options Available to the District per the Attorney
- Special Presentation of Probationary Firefighter Badge Pinning Ceremony
- Approval of the Work Session Minutes for April 13th 2022
- Board Vacancy
- Cardiac Monitor Purchase/ Quotes provided
- Fort Huachuca Proposal/ Bid for services/ Update
- Update on Mescal Fire Proposal Interest

11. BOARD MEMBER COMMENTS:

- Rodney comments on getting together with Steve to go tour the stations in the PBW area in the near future

12. Adjournment: Meeting was adjourned at **7:40pm**

MOTION:	Motion to adjourn the meeting
MOVED BY:	Rodney Weichelt
SECONDED:	Bruce Harris
RESULT:	All were in favor

Steve Hasson, Chairperson

Cathy Dyer/ CFO

Approved: _____