

**PONDEROSA FIRE DISTRICT (PFD) GOVERNING BOARD  
REGULAR BOARD MEETING**

Held June 18, 2020  
at Ponderosa Fire District Station 82  
11951 W. Shadow Mountain Drive  
Bellemont, AZ 86015

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1. **Call to Order/Roll Call:** Chairman Mitchell called the regularly scheduled Board meeting to order at 6:02 p.m.

**Members Present:**

**Members Absent:**

Marina Mitchell, Chairman Julie Mabry, Clerk Kurt Wildermuth, Member	
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**Fire District Personnel Present:**

Lee Antonides, Fire Chief
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**Members of the Community:**

**Guests:**

Diane Pacheco Karen VonKay	Paul Fox, Manager with Stephens & Co.
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2. **Pledge of Allegiance**
3. **Introduction or Presentations**
4. **FY21 BUDGET HEARING** – Chief Lee stated the proposed budget has been posted at both locations and on the website for the required timeframe. Chairman Mitchell asked if there were any further questions, concerns or discussions regarding the proposed budget.
- Action: Clerk Mabry made a motion to approve the FY21 proposed budget, Chairman Mitchell seconded; unanimous.
5. **Call to the Public** – Karen VonKay and Diane Pacheco expressed concerns with the fuels reduction project that is taking place on Kaibab Forest Service land. They inquired about when the next meeting would be regarding the project. Chief Lee told them they would need to contact the forest service as this is their project and we are unaware of any future meetings.
6. **Approval of Thursday, May 21, 2020 Regular Board Meeting Minutes** – stand approved as written.
7. **Financial Reports ending May 31, 2020**
- a. Paul Fox, Manager with Stephens and Co. stated there were \$61,000 in receipts for May and a total of \$1.1 million for the year. Expenditures totaled approximately \$97,000. From the projections, it looks like we will be short approximately \$21,000 in property revenue and \$15,000 in FDAT.
- Action: Clerk Mabry made a motion to approve the Financial Report ending May 31, 2020, Member Christian seconded; unanimous.
- b. Chief Lee asked Manager Fox if the District was in a good position to transfer \$100,000 from the general fund to the capital fund. Manager Fox stated that the District is in a much better position this year than the past few. He stated that he would recommend transferring the \$100,000 but that the District needs to watch the revenue and expenses for the first few months of the fiscal year especially with the wildland assignments.

Action: Clerk Mabry made a motion to transfer \$100,000 from the general fund to the capital fund. Member Christian seconded; unanimous.

## 8. Chief's Summary and Report

### 9. Unfinished Business

- a. *Discussion and update regarding capital funds and status of lots paid* – no update this month.
- b. *Discussion and update regarding current out-of-district billing and historic billing project* – no update this month
- c. *Discussion and possible action regarding amendment of managed services contract with Flagstaff I.T. and adoption of Resolution #2020-06* – Chairman Mitchell asked if there was any further discussion regarding this matter. Member Christian asked the Chief if he was satisfied with the changes Flagstaff I.T. has made and if it will work well for the District. Chief Lee stated that the necessary changes had been made and he would like to move forward with this contract.

Action: Clerk Mabry made a motion to accept the Flagstaff I.T. contract and adopt Resolution #2020-06 with the rate changes, Member Christian seconded; unanimous.

- d. *Discussion and possible action regarding approval of Ponderosa Fire District 6/30/2019 Actuarial Valuation, FY21 PSPRS Contribution Rates and adoption of Resolution #2020-07* – Chairman Mitchell asked if there was any further discussion regarding this matter. No further discussion needed.

Action: Member Christian made a motion to approve the PSPRS Actuarial Valuation, the FY21 PSPRS Contribution Rates and the adoption of Resolution #2020-07, Clerk Mabry seconded; unanimous.

- e. *Discussion regarding HVR19-303 grant reimbursement* – Chief Lee just wanted to make the Board members aware that the reimbursement was lower than initially anticipated. Chief Lee stated that in the future the reports will be done quarterly instead of just once for a project and there will be better communication between administration and the fuels crew. Discussion only.
- f. *Discussion and possible action regarding Fire Chief evaluation* – Chief Lee stated that the Board members comments had been consolidated to one document and the scoring had been updated. Chief Lee stated that he appreciated the evaluation, especially the feedback given on where improvement is needed but also the positive comments.

Action: Clerk Mabry made a motion to accept the Fire Chief evaluation, Member Christian seconded; unanimous.

### 10. New Business

- a. *Discussion and possible action regarding radio antenna tower at Station 81* – Chief Lee stated that during the windstorm a few weeks ago that the antenna at Station 81 suffered considerable damage. VFIS, PFD's insurance company, instructed PFD to take it down immediately. Niles Radio was dispatched on an emergency call and took it down. Chief Lee met with a structural engineer and VFIS has agreed to cover the cost to replace the antenna, permit from the county, construction, etc. It will cost approximately \$10-\$20K but PFD's out of pocket will be the \$1,000 deductible. Member Christian thanked Chief for being so proactive and taking the initial steps he did. If the Chief had not done this it could have cost significantly more. Discussion only.

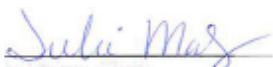
- b. *Discussion and possible action regarding appointing new board member* – Chairman Mitchell has asked to step down as the Chairman and into a Board Member position. Member McKay is no longer with the District and that position needs to be filled. Chief Lee stated that there were two applicants for the position. Member Christian asked that the two applicants attend the next board meeting so the members could get to know them better and understand how they would like to help the District. The other members agreed.

Action: Clerk Mabry appointed Member Christian to the Board Chairman position, Chairman Mitchell seconded; unanimous.

Chairman Mitchell appointed Member Wildermuth to the Board Vice-Chairman position, Member Christian seconded; unanimous/

**11. Possible Executive Session** – *The Board may vote to go into an Executive Session on any agenda item, which will not be open to the public, pursuant to A.R.S. 38-431.03(A)(3)*

**12. Adjournment** – At 6:50 p.m. Clerk Mabry made a motion to adjourn the June 18, 2020 Regular Board Meeting, Member Christian seconded; unanimous.



Julie Mabry, Board Clerk