

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

Held July 16, 2020
at Ponderosa Fire District Station 82
11951 W. Shadow Mountain Drive
Bellemont, AZ 86015

1. **Call to Order/Roll Call:** Chairman Christian called the meeting to order at 6:00 p.m.

Members Present:

Mark Christian, Chairman Julie Mabry, Clerk Kurt Wildermuth, Vice-Chairman
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Members Absent:

Marina Mitchell, Member

Fire District Personnel Present:

Lee Antonides, Fire Chief

Members of the Community:

Guests:

Thomas Humphrey Rick Tomjack

2. **Pledge of Allegiance**
3. **Call to the Public** – Thomas Humphrey and Rick Tomjack
4. **Approval of Thursday, June 18, 2020 Regular Board Meeting Minutes** – Chairman Christian needs to be added as “attended”.

Action: Clerk Mabry made a motion to approve the June 18, 2020 Regular Board Meeting Minutes with Chairman Christian added as attending, Vice-Chairman Wildermuth seconded; unanimous.

5. **Financial Reports year-ending June 30, 2020** – Chief Antonides stated that Stephens & Company was delayed in receiving the reports from the county and would also not be able to attend our meeting. They requested to move the reports to the August meeting.

Action: Clerk Mabry made a motion to table the financial statements until the August Board meeting. Vice-Chairman Wildermuth seconded; unanimous.

6. **Chief’s Summary and Report** – Chief Antonides stated that the District has had 161 calls year-to-date. We have had 37 requests for service since the last Board meeting. Our type 6 engine was called out to the Monument Fire and has already returned. Greater Flagstaff Area training is canceled at this time. As far as committee’s PAC is canceled for the rest of the year. Attended PFAC and LEPC. There were 8 subscriptions this month totaling \$9,962.67 including the Boy Scout Camp. Developments: Capstone has sold all lots in this unit except for the ones they are utilizing, the new development they have sold nine lots. We should be receiving a \$45,000 check that will go into the station 82 fund. Shadow Mountain Village, the Bellemont townhomes, is hoping to break ground within 30 days. The round-a-bout is delayed because of some utility work but should be started within a week or two and go for four to five months. As far as wildland, we have been on the Bush Fire, Central Fire and Monument Fire. Chairman Christian

asked if we bill immediately and if we don't bill within that 30 days, do we forfeit that reimbursement? Chief Antonides stated that we can request an extension if needed. Chief Antonides stated that we had to put tires on the type 6 engine, and we will need to put them on WT82. Finally, Chief Antonides read a letter from a resident regarding Adam Humphrey and Tyler Packer and their exceptional service.

7. Unfinished Business

- a. *Discussion and update regarding capital funds and status of lots paid* – update completed during the Chief's report.
- b. *Discussion and update regarding current out-of-district billing and historic billing project* – Chief Antonides stated that there have been additional issues, but a report was presented to the Board and the revenue for 2020 currently is \$5,051.54. We are anticipating seeing more revenue with the billing cycle now.
- c. *Discussion and possible action regarding appointing new board member* – Chairman Christian asked both candidates to tell the Board a little about themselves. The Board agreed that both were great candidates and appreciated them applying which made it very hard to decide.

Action: Chairman Christian made a motion to accept Thomas Humphrey as a Ponderosa Fire District Governing Board Member, Member Mabry seconded; unanimous. Member Mabry wanted to express to Rick Tomjack that we will have another position open shortly.

- d. *Discussion and possible action regarding Station 82 addition and timeline* – Chief Antonides stated that the contractor wanted to present some other options to the Board. The Board could approve the design option and then when the Board decided to move forward, we would be ready to go. Chief Antonides concern is the property tax revenue during the next fiscal year due to COVID-19. Vice-Chairman Wildermuth stated there is a tremendous amount of risk in real estate at the moment. Clerk Mabry stated that January would be more of an appropriate time. Chairman Christian errors on the side of conservative and stated we should not take on any extended risks. The Board has a significant responsibility to the community and if the economy takes a downturn then the District would not have the financial foundation needed.

Action: Clerk Mabry made a motion to table the Station 82 remodel and timeline until January 1, 2021. Vice-Chairman seconded; unanimous.

8. New Business

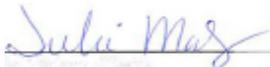
- a. *Discussion and possible action regarding new pandemic policy* – Chief Antonides stated that the department has already had two employees who have had potential exposures. These employees must be tested and self-isolate until they have a negative result. This policy was put together in the best interest of the department and the employee. Vice-Chairman Wildermuth stated that the policy is exactly what the department needs during this time. Chairman Christian and Clerk Mabry agreed.

Action: Clerk Mabry made a motion to approve the pandemic policy, Chairman Christian seconded; unanimous.

- b. *Discussion and possible action regarding contract and resolution with Coconino County Attorney's Office* – Chief Antonides stated this is our annual renewal of the contract with Coconino County Attorney's Office. There have been no changes since last year.

Action: Chairman Christian made a motion to approve the contract and resolution with Coconino County Attorney's office, Clerk Mabry seconded; unanimous.

- 9. 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)*
- 10. 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