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

**REGULAR BOARD MEETING**

Held January 21st, 2021

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 Mark Christain called the regularly scheduled Board meeting to order at 6:02 p.m.

**Members Present: Members Absent:**

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| Kurt Wildermuth, Vice-Chairman  Rick Tomjack, Member  Thomas Humphrey, Clerk  Mark Christian, Chairman | Marina Mitchell, Member |

**Fire District Personnel Present:**

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| Lee Antonides, Fire Chief |

**Members of the Community: Guests:**

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| Paul Fox, Manager with Stephens & Co.  Mike Loven - Loven Construction |  |

1. PLEDGE OF ALLEGIANCE
2. CALL TO THE PUBLIC

*Pursuant to A.R.S. § 38-431.01(H), the Board of Directors may make an open call to the public during a public meeting, subject to reasonable time, place, and manner restrictions, to allow individuals to address the Board on any issue within the jurisdiction of the Board. However, members of the Board shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.*

1. APPROVAL OF MINUTES
   1. Review of Regular Board Meeting minutes of Thursday, December 17th, 2020

Action: Stand Approved as Written

1. FINANCIAL REPORTS
   1. Discussion and possible action regarding financial reports ending December 31, 2020.

Paul Fox Discussed Ponderosa Fire District Financials. The fiscal year starts July 1st ends June 30. One more payment left for debt, waiting on the invoice to complete that transaction. He went over the Cash projections for the month of December. Ending cash should be roughly $572,000; we are ending in a strong cash position. October and March are big months in regards to Tax collection.

Action: Member Kurt Wildermuth motions to accept the financial reports ending December 31, 2020, Clerk Thomas Humphrey Seconds. Unanimous.

1. CHIEF’S SUMMARY AND REPORTS
   1. Annual number of calls to-date and incident reports

The calendar year 2020 concluded with 338 requests for service. Down 11 calls from 2019. (more mild winter and less traveling on the interstate due to COVID. We had **18** requests for service since the last board meeting Significant calls are: 12/27 – Stove fire in Bellemont - a plastic handle on a pot was left in the stove while it was undergoing automatic cleaning. No further issues, other than damage to the appliance. 12/28 – Carbon monoxide alarm in Bellemont - there was an issue with the stove in the residence. The stove was not venting correctly when the burner was turned on. The crew got the numbers to go down and no emergency issues arose. Chief Ofstie created a department training for the year, just finished up SCBA training, now moving onto EMS scenarios. We are currently working on three grants, VFA (Volunteer Firefighters Assistance Grant) which is for wildland PPE, GOHS (Governor’s Office of Highway Safety) which we are putting in for a command vehicle for the department and in conjunction with local law enforcement, and AFG (Assistance to Firefighters Grant) which we are looking at the feasibility to put in for a Type 1 engine. Capstone Flagstaff Meadows Phase 5 has started; **48** homes sold (paid). (TOTAL homes for phases 2A (63 homes) and 2B (53 homes) = 116 homes). The Shadow Mountain roundabout is on hold until spring 2021.

1. OLD BUSINESS
   1. Discussion and possible action regarding command rigs

Chief Lee discusses the possibility of replacing the transmission of the Red Command truck for a price not to exceed $2,500. The transmission should only be $1,700 and he has the ability to look at the vehicle and see if anything else is needing to be fixed. If there is an immediate need for other repairs he can repair them only up to $2,500. This gives us a good cushion for the possibility of other repairs outside of the transmission. The board members discuss the issue and will vote on whether or not to move forward with this. He would warranty his work and the parts would be under warranty under the parts. If a new command rig comes into play the Command Rig 81 could be turned into a medic team for wildland assignments.

Action: Clerk Thomas Humphrey makes a motion to make the necessary repair on C-81 up to but not exceeding $2,500. Member Kurt Wildermuth seconds. Unanimous.

* 1. Discussion and possible action regarding the Station 82 remodel

Mike Loven presented the proposed contract for the design process for the Station 82 remodel. Chief asks the board to make a decision on whether or not to move forward with this design process, and his recommendation is to get this started so that they can know what costs to expect before construction.

Action: Clerk Thomas Humphrey makes a motion to move forward with the design process with Loven Construction for the Station 82 remodel, Kurt Wildermuth seconds. Unanimous.

1. NEW BUSINESS
   1. Discussion and possible action regarding Board Member attendance at the PSPRS meetings.

Two board members are asked to participate in the PSPRS meetings.

No Action Needed.

1. 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).*

ADJOURNMENT: At 7:070 member Kurt Wildermuth makes the motion to adjourn the meeting, Clerk Tom Humphrey seconds. Unanimous.

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Mark Christian, Board Chairman