

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

Held December 16th, 2021
at Ponderosa Fire District Station 82
11951 W. Shadow Mountain Drive
Bellemont, AZ 86015

1. **Call to Order/Roll Call:** Chairman Mark Christian called the regularly scheduled board meeting to order at 6:01 p.m.

Members Present:

Mark Christian, Chairman Kurt Wildermuth, Vice-Chairman Thomas Humphrey, Clerk Rick Tomjack, Member
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Members Absent:

Marina Mitchell, Member

Fire District Personnel Present:

Lee Antonides, Fire Chief

Members of the Community:

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Guests:

Paul Fox, Manager with Stephens & Co. Dirk Foreman

2. **Pledge of Allegiance**
3. **Call to the Public – NONE**
4. **Approval of Minutes**

- a. *Review of Regular Board Meeting minutes of Thursday, November 18th, 2021*

Action: Stand approved as written.

5. **Financial Reports**

- a. *Discussion and possible action regarding fiscal year-end financial reports – November 30th, 2021*

Mr. Paul Fox discussed the financial reports ending November 30th, 2021. Chairman Mark Christian asked some clarifying questions regarding the over budget sections. Mr. Paul Fox clarified and offered to possibly change the title of that section or to be clearer on the information listed in it. Regarding the extra PowerPoint slides Mr. Paul Fox had created, the board agreed it was not something they would like every meeting but instead opted for quarterly depending on the extra cost. Mr. Paul Fox told the board he would get with his supervisor and discuss if there would be any extra cost to the added material and would get back with the board in January.

Action: Vice-Chairmen Kurt Wildermuth made a motion to accept the November 30th, 2021, Financial reports. Clerk Thomas Humphrey seconded the motion; unanimous.

6. Chief's Report and Summary

Year to date Ponderosa Fire District (PFD) has had 369 requests for service. Since last year, PFD is up 43 requests for service: with 28 since the last board meeting. Some recent significant calls were: 11/30 there was a gas leak at Pilot. One of the construction workers hit a high-flow t gas line. Then on 12/15 PFD was dispatched to a multi-vehicle MVA with a firefighter injury on I-40 milepost 190 eastbound.

The current department monthly training is on radio communications and preplans.

The AFG (Assistance to Firefighters Grant) was submitted on December 14th, 2021, for approximately \$177,065 of new radios. The Thinning grant and the GOHS grant (Governor's Office of Highway Safety) are currently being worked on.

PFD has had one subscription agreement since the last board meeting totaling \$1,063.84.

There has been no change with the residential and commercial development within the district since the last board meeting.

PFD has billed for both the Telegraph Fire and the Monument Fire. We are awaiting DFFM payment.

E811 received (4) four rear tires, electrical repairs, and rear differential service. Some ongoing maintenance that is still pending and being worked on is: E821 needs to be repaired for an oil leak, electrical repairs, and service, while C82 needs a service and a replacement of the catalytic converter.

There was only one deposit since the last board meeting totaling \$188.65.

All design for the Station 82 expansion has been stopped pending additional cost savings and the exploration of funding options.

PFD is currently going through some staffing changes. Captain Paul Pugh, Captain Tyler Packer, and Lieutenant/Engineer Alec Chepeus are leaving.

We have personnel lined up to fill the positions as they open. Mike Allen has been promoted to Captain and will be replacing Captain Pugh after December 26th.

One person selected for hire is Thomas Antonides. To avoid any conflicts of interest or potential nepotism, the review and selection process was handled entirely by Chief Ofstie from an operations perspective and Chief Hudman from a human resources perspective. I was NOT involved in the review or selection process. Thomas will be supervised by his Shift Captain as his first-level supervisor and Chief Ofstie will be his secondary supervisor. Any promotions, recognitions, and/or disciplinary matters will be determined/handled by Chief Ofstie and Chief Hudman.

7. Old Business

- a. NONE.

8. New Business

- a. Discussion and action regarding obtaining a revolving line of credit for the District from JPMorgan Chase Bank.
 - i. This was a renewal of the current revolving line of credit with JP Morgan Chase Bank.

Action: Vice-Chairman Kurt Wildermuth made a motion to renew the line of credit from JPMorgan Chase Bank. Chairman Mark Christian seconded the motion; unanimous.

- b. Discussion and action regarding transferring \$90,637.73 from the general fund back into the Capital fund.
 - i. Chief Lee as well as Chief Hudman had recommended to the board to wait until March to transfer the \$90,637.73 back into the capital fund account. The board agreed with this recommendation and opted to table this discussion item until March 2022.

Action: Tabled until March 2022.

- c. Discussion and action regarding requesting an appraisal for Station 81 in Parks.
 - i. This discussion item was also supposed to include the appraisal of Station 82 as well. It will reflect that next month. The Board wanted to be clear on the costs of the appraisals and requested more information on it for next month's board meeting.

Action: Tabled

- d. Discussion and action regarding moving \$5,123.74 from the Station 82 sub account into the general fund to pay for the Loven Construction invoice.

Action: Chairman Mark Christian made a motion to move \$5,123.74 from the Station 82 sub account into the general fund to pay for the Loven Construction invoice. Vice-Chairman Kurt Wildermuth seconded the motion; 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 6:52 p.m. Vice-Chairman Kurt Wildermuth made a motion to adjourn the December 16th, 2021, Regular Board Meeting, Member Rick Tomjack seconded the motion; unanimous.

Mark Christian, Board Chairman