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

**REGULAR BOARD MEETING**

Held March 17th 2022

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 Christian called the regularly scheduled Board meeting to order at 6:00 p.m.

**Members Present: Members Absent:**

| Mark Christian, Chairman  Kurt Wildermuth, Vice-Chairman  Rick Tomjack, Member  Marina Mitchell, Member | Thomas Humphrey, Member |
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**Fire District Personnel Present:**

| Lee Antonides, Fire Chief  Morgan Owen, Office Admin |
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**Members of the Community: Guests:**

|  | Paul Fox, Manager with Stephens & Co. |
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1. **Pledge of Allegiance**
2. **Call to the Public – NONE**
3. **Approval of Minutes** 
   1. *Review of Regular Board Meeting minutes of Thursday, February 17th, 2022.*

Action: Stand approved as written

* 1. *Review of Special Board Meeting minutes of Monday, March 7th, 2022.*

Action: Stand approved as written.

1. **Financial Reports** 
   1. *Discussion and possible action regarding fiscal year-end financial reports – February 28th, 2022.*
      1. Mr. Paul Fox discussed the financial reports ending February 28th, 2022.

Action: Member Rick Tomjack made a motion to approve the financial documents ending February 28th, 2022, Vice-Chairman Kurt Wildermuth seconded the motion. Unanimous.

1. **Chiefs Summary and Report**

As of January 1st, we have received 62 requests for service. Last year at this time we had 67 requests for service, so we are down 5 calls. There have been 18 requests for service since the last board meeting. Some significant calls were:

2/21 - Motor Vehicle Accident at milepost 178 eastbound I-40

3/16 - Motor Vehicle Accident at milepost 185 westbound I-40

The department’s monthly training is currently wildland.

Committees:

· PFAC (Ponderosa Fire Advisory Council) – Chair elections, wildland communications,

annual drill

· PAC (Parks Area Connection) – Postponed until March

· C3 (Coconino County Chief’s Consortium) – Regional training update, legislative bills

affecting fire districts/departments

· CCWRG (Coconino County Wildland Resource Group) – No meeting held.

· LEPC (Local Emergency Planning Committee) – Quarterly, March 23rd.

The Assistance to Firefighters Grant which was submitted in December for new radios will be awarded in April. The Governor’s Office of Highway Safety grant was submitted on March 12th for new monitors/defibrillators. We are currently working on submitting for the Firehouse Subs Grant.

PFD has had only one subscription since the last board meeting for $835.36.

Ongoing maintenance – A) E826, front shocks B) Chipper, clutch C) E813 A/C

PENDING - E821repairing oil leak, electrical repairs, and service

No change to the residential and commercial development within the district.

PFD received $7,575.53 in deposits for out-of-district billing and subscriptions.

1. **Old Business**
   1. **Discussion and possible action regarding transferring $90,637.73 from the general fund back into the Capital fund.**
      1. The board discussed the transferring of the $90,637.73 back into the capital account to pay back for the purchase of the SCBA’s and med team supplies.

Action: Chairman Mark Christian made a motion to transfer $90,637.73 from the general fund back into the capital fund, Member Rick Tomjack seconded. Unanimous.

1. **New Business**
   1. **Discussion and possible action regarding approving and signing the Type 1 proposal from Firetrucks Unlimited.**
      1. The board reviewed and discussed the proposal from Firetrucks unlimited for the refurbished Type 1 engine, as well as the assets listed in it and the amounts listed. Chief Lee mention the proposal had been revised by the Coconino County attorney’s office and they found no issues with the proposal.

Action: Vice-Chairman Kurt Wildermuth made a motion to approve and sign the Type 1 proposal from Firetrucks Unlimited, Chairman Mark Christian seconded the motion. Unanimous.

* 1. **Discussion and possible action regarding approving and signing the lease agreement from First Government Leasing Company for the Type 1 engine.**
     1. The board reviewed and discussed the lease agreement. This agreement is a lease-purchase agreement. This document was also reviewed by the Coconino County Attorney's office. Some changes were requested to be made to the lease agreement by the County Attorney and sent to First Government Leasing Company, which accepted and made all changes requested. The board discussed the difference between and simple-interest loan and an add-on interest loan. This is an add-on interest loan and still gives us the option to pay off the asset early with extra payments.

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Action: Chairman Mark Christian made a motion to approve and sign the lease agreement from First government Leasing Company for the Type 1 engine, Member Rick Tomjack seconded the motion. Unanimous.

* 1. **Discussion and possible action regarding the 10.17 All Hazard Response Overtime for Chief Officers policy.**
     1. This policy allows Chief officers to receive overtime for additional hours during all-hazard responses in agreement with local, federal, and state laws, as well as anyone back-filling for those out on assignment. The board requested two changes to be made to the document to change a comp time to straight time.

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Action: Member Rick Tomjack made a motion to approve the 10.17 All Hazard Response Overtime for Chief Officers policy based on the changes discussed, Vice-Chairman Kurt Wildermuth seconded the motion. Unanimous.

1. **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)*
2. **Adjournment –** At 7:29 p.m. Vice-Chairman Kurt Wildermuth made a motion to adjourn the March 17th, 2022 Regular Board Meeting, Member Rick Tomjack seconded. Unanimous.

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Mark Christian, Board Chairman