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

**REGULAR BOARD MEETING**

Held October 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 Christian called the regularly scheduled Board meeting to order at 6:03 p.m.

**Members Present: Members Absent:**

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

1. **Pledge of Allegiance**
2. **Call to the Public – NONE**
3. **Approval of Minutes** 
   1. *Review of Regular Board Meeting minutes of Thursday, September 16th, 2021*

Action: Stand approved as written

1. **Financial Reports** 
   1. *Discussion and possible action regarding fiscal year-end financial reports – September 30th, 2021*
      1. Paul discusses the financial reports ending September 30th, 2021. He went over the statement of net assets first. Which is a summary of the assets and liabilities PFD currently has. $318,000 is in the General fund as of the end of September. We are starting to get the property taxes, and in November we should see the bulk of them. Paul discussed the other financial sheets.

Action: Member Kurt Wildermuth makes a motion to accept the financial reports ending September 30th, 2021, Chairman Mark Christian seconds; unanimous.

1. **Chiefs Summary and Report**

a. Year to date we have had 316 requests for service. Last year we had around 258 calls, which means we are up 58 calls this year. Since last board meeting, we have had 41 requests for service, some significant calls were on 9/26 we were dispatched for a stove explosion on N spring valley; on 10/1 we were called out for assistance with Lifeline here in Bellemont; and on 10/17 we were dispatched for a carbon monoxide alarm out on Sanderson Pass. We submitted for the Assistance to Firefighters grant for a Type 1 engine and were denied. Then we have the Department of Forestry and Fire Management grant, which we have put in for a Type 6 engine and a command/communications vehicle for the department. We have had two subscriptions since the last board meeting totaling $2,342.89. There is no change on the residential and commercial development within the district. We have billing for both the Telegraph Fire and the Monument Fire. Station 82 expansion status: Preliminary floor plan determined. Completed 50% plans and are reviewing 50% budget We have the Design Review Overlay (DRO) Hearing, October 27th at 17:30. 80% plans/budget scheduled for December.

1. **Old Business**
   1. **Discussion and possible action regarding the revisions made to the 20.09 Accident Reporting and Investigation.**
      1. The board members had one small verbiage change on the policy: changing moving to motor. They like the rest of it and don't see any other changes needing to be made

Action: Clerk Thomas Humphrey motions to accept the 20.09 Accident Reporting and Investigation Policy based on the changes discussed, Member Kurt Wildermuth seconds; unanimous.

1. **New Business**
   1. **Discussion and possible action regarding the transfer of funds from the station 82 capital sub-account into the general fund for design fees.** 
      1. Chief Lee discusses the reasoning behind needing funds transferred. The board members ask clarifying questions.

Action: Chairman Mark Christian motions for the $52,203.06 Capstone deposit remain in the general funds account to pay for the Love Construction Invoices totaling $46,113.64, and that the remaining Capstone balance of $6,089.42 be transferred from the General funds account to the capital funds Station 82 sub account, Clerk Thomas Humphrey seconds; 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 7:02 p.m. Member Kurt Wildermuth made a motion to adjourn the October 21st, 2021, Regular Board Meeting, Clerk Thomas Humphrey seconded; unanimous.

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Mark Christian, Board Chairman