

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

Held June, 15th 2023
at Ponderosa Fire District Station 81
1511 North Spring Valley Rd Parks, AZ 86018

- 1. Call to Order/Roll Call:** Vice-Chairman Kurt Wildermuth called the regularly scheduled Board meeting to order at 6:00 p.m.

Members Present:

Members Absent:

Mark Christian, Chairman Kurt Wildermuth, Vice-Chairman Thomas Humphrey, Clerk Deanna Hueston, Member	Rick Tomjack, Member
--	----------------------

Fire District Personnel Present:

Lee Antonides, Fire Chief Amanda Allen, Office Manager

Members of the Community:

Guests: Absent

	Paul Fox, Manager with Stephens & Co.
--	---------------------------------------

2. Pledge of Allegiance

3. Call to the Public – NONE

4. Approval of Minutes

- a. Review of Regular Board Meeting minutes of Thursday, May 11th, 2023.

Action: Stand approved as written.

5. Financial Reports

- a. Discussion and possible action regarding month-end financial reports – May 31st, 2023.
i. With Mr. Paul Fox absent, financial reports will be reviewed at next month’s board meeting.

6. Chiefs Summary and Report

- i. Tabled until next month.

7. Administrative Updates

- a. Discussion and possible action regarding additional single parcel annexation Resolutions for Maine Townsite.
i. Amanda Allen, Office Manager, discussed that resolutions 2023-05 through 2023-24 are for properties located in the Maine Townsite neighborhood. These property owners have submitted written requests to be annexed into the Ponderosa Fire District.

Action: Clerk Thomas Humphrey made a motion to accept Resolutions 2023-05, 2023- 06, 2023-07, 2023-08, 2023-09, 2023-10, 2023-11, 2023-12, 2023-13, 2023-14, 2023-15, 2023-16, 2023-17, 2023-18, 2023-19, 2023-20, 2023-21, 2023-22, 2023-23, and 2023-24. Vice-Chairman Kurt Wildermuth seconded; unanimous.

- b. Discussion regarding subscriptions and out-of-district revenue since last board meeting.
 - i. Office Manager Amanda Allen discussed that since the last board meeting there have been four new subscriptions. Total out-of-district incidents billed total \$3,068.76. Including the \$10,000 deposit refund from Firetrucks Unlimited, the total amount deposited since the May 11th board meeting was \$21,814.64.

Action: No action at this time.

8. Old Business

- a. Discussion and possible action regarding updated value and sale of Command 81.
 - i. Chief Lee Antonides explained that the value of Command 81 had been recalculated using the VIN and vehicle options and is between \$1,800 and \$2,000. Command 81 was listed on a fire apparatus site for several weeks with no inquiries. All equipment and lights will be removed prior to selling.

Action: Vice-Chairman Kurt Wildermuth made a motion to accept the updated value and approve the sale of 81 within the value range determined by the Kelly Blue Book price range, Member Deanna Hueston seconded; unanimous.

9. New Business

- a. Discussion and possible action regarding Station 82 remodel and review and approval of all future incoming invoices.
 - i. Chief Lee Antonides explained that there will be a lot of Loven Contracting Inc. invoices coming in over the next six months. With the anticipated number of invoices, Chief Lee Antonides asked the board if they would prefer to review and consider approving every Loven invoice as the came in, or if they wanted the administrative staff to submit the invoices for payment as they are received and the board review them quarterly.

Action: Clerk Thomas Humphrey made a motion for administrative staff to submit all future invoices from Loven Contracting for the Station 82 remodel and that the board will review those invoices quarterly. Vice-Chairman Kurt Wildermuth seconded; unanimous.

- b. Discussion and possible action regarding Loven Contracting invoice #4260 in the amount of \$45,914.64.
 - i. Chief Lee Antonides asked the board if they had any questions regarding the breakdown of Loven Contracting invoice #4260 which lists completed pre-construction items. The board had no questions regarding the invoice.

Action: Clerk Thomas Humphrey made a motion to approve the Loven Contracting invoice #4260 for \$45,914.64. Member Deanna Hueston seconded; unanimous.

- a. Discussion and possible action regarding FY24 budget changes, updates, and official posting.
 - i. Chief Lee Antonides explained that during a meeting with Administrative Chief Erin Hudman, County Treasurer Sarah Benatar, and Deputy Treasurer Sue Walka, it was determined that some adjustments needed to be made in the previously posted proposed budget. Administrative Chief Erin Hudman made the adjustments to the budget which included a change in the mil rate from 3.25% to 3.50%. Chief Lee Antonides stated that if the board approved the revised proposed FY24 budget, it would be posted for the required 30-day public review and be placed before the board at the public hearing for consideration of approval at the July 20th board meeting.

Action: Clerk Thomas Humphrey made a motion to approve the proposed FY24 budget which included the mil rate increase from 3.25% to 3.5%, effective July 2023. Member Deanna Hueston seconded; unanimous.

Action: Clerk Thomas Humphrey made a motion to accept the proposed FY24 budget for posting for public review. Vice-Chairman seconded; unanimous.

- b. Discussion and possible action regarding the employee recognition document and award.
 - i. Chief Lee Antonides explained that with input from all board members, Chairman Mark Christian prepared the employee recognition memorandum that was included in this month's board meeting packet for review. The memorandum was provided as supporting documentation of the board's intent to provide Administrative Chief Erin Hudman with an Employee Recognition Award in appreciation of her diligent work and unfailing commitment to the district.

Action: Vice-Chairman Kurt Wildermuth made a motion to approve the employee recognition document and cash award in the amount of \$2,500.00 after taxes. Member Deanna Hueston seconded; unanimous.

- 9. 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



Mark Christian, Board Chairman