

PONDEROSA FIRE DISTRICT (PFD) GOVERNING BOARD
REGULAR BOARD MEETING
Held April 18, 2024, at 6:00 p.m.
at Ponderosa Fire District Station 81
1511 N 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 6:02 p.m.

Members Present:

Members Absent:

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

Fire District Personnel Present:

Lee Antonides, Fire Chief

Members of the Community:

Guests:

	Jim & Tricia Saunders; Saunders Co. Paul Fox, Stephens & Co.
--	---

2. **Pledge of Allegiance**

3. **Call to the Public - NONE**

4. **Approval of Minutes**

- a. Review of Regular Board Meeting minutes from Thursday, March 14th, 2024.

Action: Stand approved as written.

5. **Financial Reports**

- i. Discussion and possible action regarding financial reports ending February 29th, 2024, and March 31st, 2024.

- Paul Fox from Stephens & Co presented both Financial Reports to the board. The board did not have any follow-up questions regarding the presented financials. The board feels comfortable with the current standing of the department financially.

- ii. Action: Clerk Thomas Humphrey made a motion to approve the financial reports ending February 29th, 2024, and March 31st, 2024, seconded by Member Kurt Wildermuth. Unanimous.

6. **Audit Presentation**

- a. Discussion and possible action regarding approving the FY23's Audit.
 - i. Saunders presented their official report and findings for the district's annual audit for fiscal year 2023; and found no anomalies and the district complied with all statutes.

Action: Chairman Mark Christian made a motion to accept the annual audit as presented, Clerk Thomas Humphrey seconded the motion. Unanimous.

7. **Chief's Summary and Reports**

Annual number of calls to date and incident reports; year to date there have been 117 requests for service. Last year at this time there were 81 requests for service. There have been 39 requests for service since the last board meeting.

Some significant calls: on 4/1 an MVC on I-40 milepost 177 Eastbound vehicle rollover, 4 ejections and transports. On 4/9 an MVA on I-40 milepost 184 westbound, vehicle into a tree. One transport.

The department is working on SCBA, basic rescue training, knots and forcible entry for training.

Committees attended were:

- PFAC (Ponderosa Fire Advisory Council) – Updating bylaws, direction of PFAC
- PAC (Parks Area Connection) – Starts in May
- C3 (Coconino County Chief's Consortium) – Regional grants, upcoming wildland season
- CCWRG (Coconino County Wildland Resource Group) – No meeting held
- LEPC (Local Emergency Planning Committee) – No meeting held

Status of department grants:

- Working on quarterly report for fuels grant. We will begin fuels work the first week of May
- DFFM 1720 grant submitted for new chips truck and chipper, \$238,000.00. Notification postponed to first week of May. 100% grant, no cost share. **(Pending notification)**
- AFG grant being worked on for washer/extractor and dryer. Grant submitted. (Pending notification)
- Discussion of regional (GFR) grant for station alert packages for fire stations. Approximately \$7000 per station our cost. Grant submitted by FFD. **(Pending notification)**

Deposits since last board meeting PSPRS \$185.08, State of AZ (OSC Support Fire) \$21,403.58, EF Recovery (out of District Billing) \$161.66, VFIS towing reimbursement \$425.00 (TOTAL \$22,175.32)

Vehicle maintenance report:

- Type 3 in service, waiting on radio installation.
- E81 needed \$3000 in repairs for starter, batteries, transmission leak and water leaks.
- E82 warranty work completed, and truck is back in service.
- Command trucks upfit. BN82 back and in service. Awaiting on cable for final installations. C81 will go down when a part comes in.

Station 82 expansion status. Construction is ongoing. Roofing is being installed, Tape & texturing is done, and painting has started. Floor grinding is underway, sidewalks being poured. Front apron tentatively scheduled within the next 1-3 weeks. Tentative move in date now mid-June.

8. Old Business

- a. Discussion and possible action regarding retaining Attorney William Whittington for the purpose of recouping costs invested in the Type 3 Engine that was obtained and then returned to Camp Navajo.
 - i. William Whittington has not responded to requests for information. This will remain tabled until the board is ready to move onto the agenda.

Action: No action taken. Tabled.

- b. Discussion and possible action regarding trade of equipment for services with Naval Observatory.
 - i. Difficulty going and IGA due to differing federal and state statute. We have moved forward with a possible contract. The debt from previous responses has been settled with current equipment from the Naval Observatory. This will remain tabled until the board is ready to move onto the agenda.

Action: No action taken. Tabled.

- c. Discussion and possible action regarding updating policy 20.02 Confidentiality of Information.
Changing “upon formal request” to “written request via request of information form”. Approve it with this change.

Action: Clerk Thomas Humphrey made a motion to approve the policy 20.02 Confidentiality of Information with condition to be rewritten to change the statement “upon formal request” to “upon written request”, Chairman Mark Christian seconded. Unanimous.

9. New Business

- a. Discussion and possible action regarding the 24’-25’ board meeting schedule.
The board is ok with continuing every third Thursday of the month. Board Meetings will now alternate between Station 81 and Station 82 starting in July 2024.

Action: Chairman Mark Christian made a motion to approve the 2024-2025 board meeting schedule as presented. Member Kurt Wildermuth seconded. Unanimous.

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 7:29 p.m. Vice-chairman Kurt Wildermuth made a motion to adjourn the February 15th, 2024, Regular Board Meeting. Clerk Thomas Humphrey seconded; unanimous.



Mark Christian, Board Chairman