

**MINUTES
SUN CITY FIRE DISTRICT
REGULAR MEETING
TUESDAY, FEBRUARY 20, 2018
9:30 A.M.**

CALL TO ORDER: David C. Scott, Board Chairman

ROLL CALL

Members Present: David Scott, Walter Link, Jack Leonard, Robert Luger, Dave Mann

Members Absent: None

Staff: Fire Chief Ron Deadman, Fire Marshal Jim Fox, Finance Manager Gabe Buldra, Administrative Managers Lisa Neubert, Deborah Musselman and Administrative Assistant Theresa M. Perez

PLEDGE OF ALLEGIANCE TO THE FLAG: Jack Leonard, Board Member

INVOCATION / CHAPLAIN'S REPORT: Robert Luger, Chaplain

- I. **CORRESPONDENCE AND SPECIAL RECOGNITION – Chief Deadman**
 - A. Community appreciation letters – No correspondence for the month of January 2018.
 - B. Employee achievements – See Board Meeting PowerPoint for January employee and volunteer years of service achievements.
 - C. Badge pinning – Firefighter Eric Archer was presented his engineer's badge for his promotion to Engineer on December 12, 2017.
 - D. Special awards/recognition – None for the month January 2018.
- II. **CONSENT AGENDA ITEMS FOR CONSIDERATION AND APPROVAL**
 - A. Board of Directors Workshop Meeting Minutes for January 09, 2018 – Workshop Meeting Minutes for January 09, 2018 were approved for filing with no changes.
 - B. Board of Directors Monthly Meeting Minutes for January 16, 2018 - Regular Meeting Minutes for January 16, 2018 were approved for filing with no changes.
 - C. Board of Directors Special Meeting Minutes for January 29, 2018 – Special Meeting Minutes for January 29, 2018 were approved for filing with no changes.

III. COMMITTEE REPORTS – January 2018

A. Budget and Finance

- a. Financial reports and bank reconciliations – Finance Manager Gabe Buldra presented the financial report for the month of January 2018. The board voted unanimously to accept the financial report. (Motion: Walter Link/S: Robert Luger)

Ayes: David Scott, Walter Link, Jack Leonard, Robert Luger, Dave Mann

Nays: None

- b. Finance Manager Gabe Buldra addressed the board regarding the issue of the audit report on the agenda. Mr. Roy Hitchins, the District's auditor, presented the audit report to the board. The board will review the audit report and vote on its acceptance at the March 20, 2018 board meeting.
- c. Bond report – Finance Manager Gabe Buldra briefed the board on the utilization of bond funds.
- d. 2017 wildland revenue - Chief Deadman updated the board on the Wildland revenue for 2017.
- e. Grant award and report summary. – Chief Deadman updated the board on grants received and grant applications which are pending. Chief Deadman credited Finance Manager Deborah Musselman for organizing the board meeting into a PowerPoint format.

B. Legal and Insurance

- a. Action Item: IGA for mutual aid ambulance services with Arizona Fire & Medical Authority (Chief Ron Deadman, Presenter). The board voted unanimously to accept IGA for mutual aid ambulance service. (M: Jack Leonard/2nd: Robert Luger)

Ayes: David Scott, Walter Link, Jack Leonard, Robert Luger, Dave Mann

Nays: None

C. Fire Department Operations

- a. Chief Deadman presented the fire operation report for the month of January 2018.
- b. Chief Deadman reported on training programs at GRPSTC Westside Training.

D. Emergency Medical Services / Ambulance Operations

- a. Chief Deadman reported on the ambulance operations in the Community for January 2018.
- b. Chief Deadman reported on recertification training and two new hires that started January 2, 2018.

E. Resource Management

- a. Chief Deadman requested the board's approval for the purchase of a third engine from Sutphen in the amount of \$484,699.84. The board voted to purchase a third engine from Sutphen. (M: Robert Luger/S: Jack Leonard)

Ayes: Walter Link, David Scott, Jack Leonard, Robert Luger, Dave Mann.

Nays: None

- b. Chief Deadman reported on the return of E131 and the check received from Spartan for E133 in the amount of \$17,000.
- c. Chief Deadman updated the board on the repairs of the bay doors; pressure sensors and reflectors are in working condition.

F. Administrative/Special Projects

- a. Chief Deadman updated the board on the website design, which will be presented at the next workshop meeting. The website will be in place within 30 days.
- b. Chief Deadman gave an update on the Telestaff project. The new Telestaff should be ready as of March 1st.
- c. Chief Deadman discussed the updated Microsoft Office 365 system and its server issues that are being managed.
- d. Chief Deadman reported on the microwave communication system; there are no firm prices or quotes to date. Chief Deadman will discuss and provide more information to the board regarding this matter later.

G. Fire Prevention

- a. Fire Marshal Jim Fox presented the inspection report summary for the month of January 2018.
- b. Fire Marshal Jim Fox reported on permits issued and revenues accrued for the month of January 2018.

- c. Fire Marshal Jim Fox presented the fire investigation report within the communities of Sun City and Youngtown for the month of January 2018.
- d. Fire Marshal Jim Fox reported on the new and tenant improvement projects that are ongoing in the communities of Sun City and Youngtown.

H. Public Education/Community Outreach

- a. Fire Marshal Jim Fox presented the hour's summary for the prevention inspection volunteers and prevention volunteers for January 2018.
- b. Fire Marshal Jim Fox reported on the community relations programs for lock boxes, home safety surveys, smoke detectors and car seat installations for January 2018. Fire Marshal Jim Fox discussed the use and training of the new Bullex fire extinguishing system. There was no training on the Bullex system for January. There will be a report regarding the Bullex training at next month's board meeting.

IV. UNFINISHED BUSINESS – None for January.

V. NEW BUSINESS/FUTURE AGENDA ITEMS – None for January.

VI. EXECUTIVE SESSION – No executive session.

VII. PUBLIC COMMENTS

- A. Mayor Levault of Youngtown gave an update on the new projects and challenges that are ongoing in Youngtown. The Public Works director has been assigned the task of replacing blue reflectors that are missing that mark fire hydrant locations in the streets.

VIII. NEXT GOVERNING BOARD MEETING

- A. The next Regular Board Meeting will be held on March 20, 2018 at 9:30 a.m. at the Sun City Fire Department Community Room located at 18602 N. 99th Avenue.

IX. ADJOURNMENT

- A. Meeting adjourned at 10:30 a.m.

FOR THE BOARD

Walter A. Link
Clerk of the Board

WAL/tp