

**MINUTES  
SUN CITY FIRE DISTRICT  
REGULAR MEETING  
TUESDAY, August 21, 2018  
9:30 A.M.**

**CALL TO ORDER: David Scott, Chairman**

**ROLL CALL:**

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

**Members Absent: None**

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

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

**INVOCATION: Bob Luger, Chaplain**

**I. CORRESPONDENCE AND SPECIAL RECOGNITION**

**A. Community appreciation letters.**

- a. There were no appreciation letters for the month of July 2018.

**B. Promotions/badge pinning's.**

- a. The badge pinning for volunteer inspector, Donna Schelin was moved to the Prevention Education/Community Outreach section of the agenda.

**C. July service anniversaries.**

- a. Chief Deadman commented on the upcoming retirement celebration for Jeff Hummel (Engineer/Paramedic). The celebration will be on Wednesday, August 29<sup>th</sup> from 11:00 a.m.-2:00 p.m. at Fire Station 132.
- b. The Fire Department Operations recognition for years of service of 12 years was for Bryan Chamberlain (Captains/Paramedic), Adam Holliday (Captain/Paramedic), Steve Ortega (Engineer/Paramedic), and Randy Tirman (Firefighter/Paramedic/EMS Coordinator)

**D. Special awards/recognition**

- a. The Administrative recognition for years of service for July 2018 was for Theresa M. Perez (20 years/Administrative Assistant-Prevention) and Deborah Musselman (11 years/Administrative Manager).

## II. CONSENT AGENDA ITEMS FOR CONSIDERATION

- A. The Special Meeting minutes for July 9, 2018 was approved for filing.
- B. The Workshop Meeting minutes for July 10, 2018 was approved for filing.
- C. The Executive Session minutes for July 10, 2018 was approved for filing.
- D. The Regular Meeting for July 17, 2018 was approved for filing.

## III. COMMITTEE REPORTS

### A. Budget and Finance

- a. Finance Director, Gabe Buldra presented the financial and bank reconciliation report for the month of July 2018. The auditor is scheduled to be at the Administration office tomorrow, Wednesday, August 22<sup>nd</sup> and Thursday, August 23 for the onsite audit. The board voted unanimously to accept the July 2018 financial reports. (M: Robert Luger/2<sup>nd</sup>: David Mann)

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

Nays: None

### B. Legal and Insurance

- a. Chief Deadman announced to the board; the addition of an alternate, Battalion Chief Casey to fill in as representative in the case of Chief Deadman's absence.

### C. Fire Department Operations

- a. Chief Deadman reported on the fire operation report for July 2018. A power point review of the incident counts, types and incident statistics were presented.
- b. Chief Deadman presented the training programs for the SCBA drills and PPE training. There will be a discussion on the Fit testing in the nearer future. The regional training at GRPSTC is ongoing.
- c. There are 2 personnel members attending the 18-3 Academy; Nick Cruz and John Shedler. The Academy started Monday, July 23, 2018.

### D. EMS/Ambulance Operations

- a. Chief Deadman reported on the ambulance operations report for the month of July 2018. The power point report summary reviewed the number of ambulance incident counts and ALS transports for M131, M132, M133.
- b. There was a power point summary review of the training programs and recruiting for the month of July 2018. The training with Peoria for pediatric emergencies is ongoing. Chief Deadman discussed the use of the CYANOKIT for the management of smoke inhalation. The CYANOKIT has replaced the expired kits and training has been completed. The grant for the AFG cardiac monitors is currently pending.
- c. Currently there is no recruitment process taking place. A new eligibility list will be started for EMS and Fire due to the expiration of both lists.

**E. Resource Management**

- a. A power point view and update were presented on the structural process of the new Sutphin fire apparatus. The delivery of the 4 new Sutphin fire apparatus is currently scheduled to be delivered September 2018.
- b. Chief Deadman presented to the board the Portacount Respirator Fit Tester quote for approval; the total cost is \$16,818.72. The Fit Tester was replaced 12 years ago; life expectancy is between 7-12 years. Due to regular use, the Fit Tester is no longer effective. The board voted to approve the purchase of a new Portacount Respirator Fit Tester. (M: Jack Leonard/2<sup>nd</sup>: Robert Luger)

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

**Nays: None**

**F. Administrative/Special Projects**

- a. Chief Deadman updated the board on the continuation of the website project. The design of the website is ongoing along with the input from the board and the administration.
- b. Chief Deadman updated the board on the recruiting process for the part time Administrative Clerk position. The posting for the position closes Thursday, August 23, 2018.
- c. Chief Deadman presented to the board the Facility Cable & Internet update quote for approval. The estimated quote from Sunstate was recommended by Chief Deadman for the total cost of \$15,209.22. The board voted and approved the purchase of the Facility Cable & Internet update. (M: David Mann/2<sup>nd</sup>: Robert Luger)

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

**Nays: None**

- d. Chief Deadman presented to the board the licensed frequency 18 GHz Microwave Communication System update to be considered for approval. The total purchase cost is \$74,300.00. The board voted to approve the purchase of the licensed frequency 18 GHz Microwave Communications System update. (M: Robert Luger/2<sup>nd</sup>: David Mann)**

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

**Nays: None**

- e. Chief Deadman made a request for the approval from the board to allocate funds from the Memorial Fund; not to exceed the sum of \$10,000. The funds would be utilized for the 2019 Awards Banquet in honor of the Fire Department's 30<sup>th</sup> Anniversary. The board voted and approved the \$10,000 to be utilized towards the future planning of the Fire Department's 2019 Awards Banquet. (M: Robert Luger/2<sup>nd</sup>: David Mann)**

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

**Nays: None**

**G. Public Education/Community Outreach**

- a. Recognition was given to Donna Schelin; one of the new Sun City Fire Prevention volunteer inspector's. Donna was pinned with her badge by former volunteer prevention inspector, Chris Martin.**
- b. Fire Marshal Jim Fox presented the volunteer anniversaries for the month of July 2018. Duane Landers (11 years), Genevieve Evans (7 years) and Joe Orlando (4 years).**
- c. Fire Marshal Jim Fox presented the prevention volunteer hours summary for the month of July 2018. The total number of volunteer hours were 175.**
- d. The community relations program report was presented by Fire Marshal Jim Fox for the month of July 2018. The number of lock boxes installed was 1 including 1 smoke detector. The volunteers were off for the month of July; therefore, the number of lock boxes installed was down. The volunteers for lock box installs will return in August.**
- e. There were no community events for the month of July 2018.**

**H. Fire Prevention**

- a. Fire Marshal Jim Fox presented the summary report for the fire prevention inspections for the month of July 2018. A power point review was given on the total number of inspections regarding property uses.
- b. Fire Marshal Jim Fox presented a power point review of the number of permits issued and revenue for July 2018.
- c. Fire Marshal Jim Fox reported on the fire investigation report for July 2018. There was 1 condominium fire at 13618 N. 108<sup>th</sup> Dr. in Sun City including 1 fatality. The initial cause of fire was the smoldering cigarettes in an ash tray.
- d. Fire Marshal Jim Fox reported on the ongoing large community projects within the communities of Sun City and Youngtown. An update was given on the progress of the Banner Boswell new ED building and the new Retreat at Youngtown housing development.
- e. Fire Marshal Jim Fox updated the board on the new Fire Station 133. The move in date is scheduled for Monday, September 10<sup>th</sup> with the grand opening to be at some time in October. The substantial construction of the building has been completed; the sprinkler and fire alarm systems are in place. A power point review was given regarding the interior and exterior of the building under construction.

**IV. UNFINISHED BUSINESS**

- A. There was no unfinished business.

**V. NEW BUSINESS/FUTURE AGENDA ITEMS**

- A. There were no new/future agenda items.

**VI. EXECUTIVE SESSION**

- A. There was no executive session.

**VII. PUBLIC COMMENTS**

- A. Mayor Mike LeVault remarked favorably of the new Fire Station 133. Chuck Gerding expressed his approval of the new Fire Station 133.

**VIII. NEXT GOVERNING BOARD MEETING**

- A. The next Regular Board Meeting will be held on September 18, 2018 at 9:30 a.m. at the Sun City Fire Department Community Room located at 18602 N. 99<sup>th</sup> Avenue.

**IX. ADJOURNMENT**

- A. The board meeting for August 21<sup>st</sup> adjourned at 10:27 a.m.

**FOR THE BOARD**  
**Walter A. Link**  
**Clerk of the Board**  
**WAL/lbn**

Approved