

**MINUTES  
SUN CITY FIRE DISTRICT  
REGULAR MEETING  
TUESDAY, SEPTEMBER 18, 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 August 2018.

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

- a. There was a promotion for Firefighter Adam Lombardo to Engineer. The pinning will be next month in October.

**C. Service anniversaries.**

- a. There were no service anniversaries for August 2018.

**D. Special awards/recognition**

- a. There were no special awards or recognition for August 2018.

**II. CONSENT AGENDA ITEMS FOR CONSIDERATION**

**A. The Workshop Meeting minutes for August 14, 2018 were approved for filing.**

**B. The Regular Meeting minutes for August 21, 2018 were approved for filing.**

### **III. COMMITTEE REPORTS**

#### **A. Budget and Finance**

- a. The financial and reconciliation report was presented by Finance Director, Gabe Buldra. The board voted to accept the financial reports for August 2018. (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 reported on the contract updates with Banner Boswell Hospital and Maricopa Community College system for vehicular rotations of paramedic students.**

#### **C. Fire Department Operations**

- a. Chief Deadman presented the fire operations report for August 2018. The report included the incident counts, response times and types. The ladder truck is undergoing repairs, the LT truck will be the responding truck.**
- b. Chief Deadman presented the fire training, programs and recruiting reports for August 2018. The minimum company standard, regional training and recruitment was included in the report.**

#### **D. EMS/Ambulance Operations**

- a. Chief Deadman presented the EMS/Ambulance Operations report for August 2018. The report included the incident counts, types and number of transports.**
- b. The training report included the ongoing training programs with Peoria Fire, the Cyanokit for treatment of smoke inhalation. The AFG grant for cardiac monitors is still pending. The Sun City Fire – Medical Department is the administrator for the grant.**
- c. There are currently no recruitment activities for the month of August 2018.**

#### **E. Resource Management**

- a. Chief Deadman updated the board on the Sutphen fire apparatus. The arrival of the new ladder truck should arrive next week. A description of the truck size, axel and pump was given. There will be training on the ladder due to navigational issues in the past.**

- b. Chief Deadman presented the building and facilities report for the month of August 2018. The regular maintenance is ongoing; the resurfacing of Station 132 is scheduled for some time in November. Fire Station 132 may be closed temporarily for 10 days during the resurfacing project, which is not final.

**F. Administrative/Special Projects**

- a. Chief Deadman updated the board on the technology status information. Fire Station 133 has received a new server. The secure license has been applied for regarding the microwave system for communication between buildings. The arrival time of the license may take 30 to 60 days. The installation process will begin once the frequency has been issued.
- b. Chief Deadman informed the board on the hiring of an administrative clerk. Interviews will begin within 30 to 45 days for the administrative position. Chief Deadman mentioned the acceptance of the building inspector's position with the City of Surprise Fire Department. There will be an open recruitment in the future to fill the building inspector's position.

**G. Public Education/Community Outreach**

- a. Fire Marshal Jim Fox presented the volunteer service anniversary for August 2018. The volunteer service anniversary was for Vicki Foelch for 6 years as administrative support.
- b. Fire Marshal Jim Fox presented the prevention volunteer summary of hours. The report summarized the number of hours worked and number of volunteers.
- c. The community relations report was presented by Fire Marshal Jim Fox. He reported on the number of citizens served, home safety surveys, lock box installs, key changes and car seat installs.

**H. Fire Prevention**

- a. Fire Marshal Jim Fox presented the inspection report summary for August 2018. The report summarized the number of inspections and re-inspections for business properties in Sun City.
- b. The permit and revenue reports were presented by Fire Marshal Jim Fox. The report disclosed the number of permits issued. The correct revenue was not projected for August therefore Emergency Reporting will be contacted concerning this issue. Due to the new construction projects in Sun City, the project fees are much higher for the month of August.
- c. The fire investigation report was presented by Fire Marshal Jim Fox for August 2018. There were no major fires and no formal fire investigations.

- d. Fire Marshal Jim Fox reported on the large projects within the community of Sun City. He reported on the Banner Boswell ED building project including the ongoing projects within the Banner Boswell Hospital. The Enabling Scope project is moving forward and may be completed in December or January. An update was given on the Burger King and Verizon projects including the tenant improvement projects in Sun City.
- e. Fire Marshal Jim Fox updated the board on the large community projects within the community of Youngtown. Included in the update were the new and ongoing projects.
- f. Fire Marshal Jim Fox presented a power point and review of the completed new Fire Station 133. The dedication ceremony is scheduled for Saturday, October 13<sup>th</sup> from 10:00 a.m. to 12:00 p.m. The move in date took place last Tuesday and the phones and dispatch are working. A power point review of the completed exterior and interior portions of the new Fire Station 133 were presented.

**IV. UNFINISHED BUSINESS**

- A. There were no unfinished business items for August 2018.

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

- A. There were no new/future agenda items for August 2018.

**VI. EXECUTIVE SESSION**

- A. There was no executive session for August 2018.

**VII. PUBLIC COMMENTS**

- A. Mayor Mike LeVault updated the board on his re-election for a 4-year term as Mayor of the Town of Youngtown. He announced the re-election of 2 incumbents and a newly elected member with 1 incumbent who withdrew from the election. Mayor LeVault toured the new Fire Station 133; he was very proud and impressed with the outcome of the newly completed Fire Station 133. Mayor LeVault stated that he was very proud of the Sun City Fire-Medical Department and to keep up the good work.

**VIII. NEXT GOVERNING BOARD MEETING**

- A. The next Regular Board Meeting will be held on October 16, 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 September 18<sup>th</sup> adjourned at 10:13 a.m.**

**FOR THE BOARD**

*Walter A. Link*

**Clerk of the Board**

**WAL/lbn**

Approved