

**MINUTES
SUN CITY FIRE DISTRICT
REGULAR MEETING
TUESDAY, JANUARY 15, 2019
9:30 A.M.**

CALL TO ORDER: David Scott, Chairman

ROLL CALL:

Members Present: David Scott, Walter Link, Jack Leonard, David Mann, Tim Wilmes

Members Absent: None

Staff: Chief Deadman, Fire Marshal Jim Fox, Finance Director Gabe Buldra, Administrative Manager Lisa Neubert, 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. No community appreciation letters for December.**

B. Promotions/badge pinning.

- a. No promotions or badge pinning's for December.**

C. Service anniversaries.

- a. There was a total of 23 Department anniversaries for the month of January 2019. The anniversaries included (1) Battalion Chief, (2) BSO Captains, (4) Captains, (2) Engineers, (12) Firefighters and (2) EMS EMT's.**

D. Special awards/recognition

- a. No special awards or recognition for January.**

II. CONSENT AGENDA ITEMS FOR CONSIDERATION

A. The board approved for filing the minutes for December 8, 2018.

B. The board approved for filing the minutes for December 15, 2018.

III. COMMITTEE REPORTS

A. Budget and Finance

- a. **Gabe Buldra's assistant, Roy Hitchens presented the Audit report for FY 17-18. A review was given in 2 parts; the financial and compliance sections. As a result of the financial and compliance reports review; the reports were complete and accurate. The board voted to accept the FY 17-18 audit report. (M: David Mann/2nd: Tim Wilmes)**

Ayes: David Scott, Walter Link, Jack Leonard, David Mann, Tim Wilmes

Nays: None

- b. **Finance Director Gabe Buldra presented the budget and finance report for December 2018. A review was given for the budget, tax revenue and expenses including the ambulance budget and revenue. The board accepted and approved the budget and finance report for December 2018. (M: Walter Link/2nd: David Mann)**

Ayes: David Scott, Walter Link, Jack Leonard, David Mann, Tim Wilmes

Nays: None

B. Legal and Insurance

- a. **Chief Deadman gave a recap of the IGA (Intergovernmental agreement) with the Arizona Department of Transportation. A request was put forth to the board to adopt Resolution 19-0115A for the installation of emergency vehicle preemption at 111th & Grand intersection to benefit all emergency vehicles and MCSO. (M: David Mann/2nd: Tim Wilmes)**

Ayes: David Scott, Walter Link, Jack Leonard, David Mann, Tim Wilmes

Nays: None

C. Fire Department Operations

- a. **Chief Deadman reviewed a power point picture involving an incident, which occurred at a wash near Youngtown and El Mirage. In the near future, there is to be a work session led by Battalion Chief Schmitz, which includes Youngtown and El Mirage to decide a course of action to deal with these types of issues.**
- b. **The fire operations report was presented by Chief Deadman for December. The report included the on-scene incident counts for the engine and ladder, major incident call types and incident statistics for times and calls.**

c. Chief Deadman reported on the fire training, programs and recruiting report for December. The report included the following training programs:

1) Minimum company standard, battalion training, regional, command, peer fitness, and recruitment.

D. EMS/Ambulance Operations

a. Chief Deadman presented the ambulance operations report for December. The reports included on-scene incident counts for the ambulance, number of transports and incident statistics.

b. A review of the training, programs and recruitment was provided.

1) The in-service training was completed for the LP 15 cardiac monitors.

2) Michael Laier was hired for the EMS/EMT position.

E. Resource Management

a. Chief Schmitz presented the fleet apparatus report. The new Sutphin ladder is now in service as of January 11th. The new numbers on the fleet list for the 2 refurbished engines will be E138 and E139.

b. Chief Schmitz presented to the board for their approval, the sale of the 2012 custom fire apparatus pumper VIN#4S7AT2D90CC075749 – Resolution19-0115B. The board voted to approve the sale of the vehicle, Resolution 19-0115B. (M: Tim Wilmes/2nd: David Mann)

Ayes: David Scott, Walter Link, Jack Leonard, David Mann, Tim Wilmes

Nays: None

c. Chief Schmitz updated the board on E138 (2008 Pierce) and the 1996 Pierce Lance (old E139). To date E138 is awaiting parts from Hughes for repairs regarding accident. The 1996 Pierce Lance was sold for \$5,000 to Tipton Volunteer Fire Department (Oklahoma).

d. Chief Schmitz informed the board of the ongoing research concerning bids for potential ambulance purchase. The board will be kept informed of any upcoming information concerning bids as they become available.

e. Chief Deadman discussed the cost analysis for the purchase of 2 new ambulances; the cost is not to exceed \$200,000 per unit. Chief Deadman requested an approval from the board to purchase two (2) new ambulances in order to lock in the set price as to avoid price changes in the future. Gabe Buldra informed the board of the available proceeds of funds in the Capital fund and bond fund. Chief Deadman suggested the bond fund proceeds

be used for the ambulance purchase. The board unanimously voted to approve the purchase of 2 new ambulances. (M: Jack Leonard/2nd: David Mann)

Ayes: David Scott, Walter Link, Jack Leonard, David Mann, Tim Wilmes

Nays: None

- f. Battalion Chief Schmitz presented the buildings and facilities report for December.
- 1) An update was given on the bids for chairs to furnish FS131, FS132 and the Administration.
 - 2) A review was given on the carpet and paint improvements at FS131.
 - 3) The carpet manufacturing defect at FS132 is being determined at this time.
 - 4) The pictures, plaques and artwork at FS133 are being installed by a professional picture installer; the installation is close to completion.

F. Administrative/Special Projects

- a. Chief Deadman updated the board on the information technology project. The migration of email addresses from .com to .az.gov is currently ongoing.
- b. Chief Deadman informed the board of the installation of the new microwave system. The FFC granted the Department their own single frequency (18 MHz level); the new microwave system is to replace the old system with a cellular company. The Department is to have fiber connection to Banner Boswell including 3 backups for the emergency operations center when required; the microwave system, fiber and cable. These changes are to materialize within the next 2 weeks.
- c. Chief Deadman updated the board on the process of recruiting a payroll specialist; the employment is to occur soon.
- d. Chief Deadman introduced Kenny Kovac as the new fire inspector for prevention; he began working for the Department as of January 7, 2019. Kenny's from Florida and worked in the fire service for 25 years.
- e. The firefighter job announcement closes January 29th; the EMT & Paramedic job announcement closed on January 9th. The EMS interviews starts on January 21st; the firefighter interviews are to begin January 29th.

- f. Chairman David Scott commented on the great job Captain Roe did regarding the picture taken of E133 in front of FS133, which has been placed in the community room.

G. Public Education & Community Outreach

- a. No prevention volunteer service anniversaries for December.
- b. Fire Marshal Jim Fox gave a summary of hours for the volunteers. The number of hours included were for prevention, administration assistance, public education and total hours.
- c. A report was given on the community relations program for December. The report included the programs provided by the Department to the citizens served within the community of Sun City.
- d. None for the month of December.

H. Fire Prevention

- a. A fire prevention inspection report summary was given for December. The report included the initial, re-inspections and total violations for property use.
- b. A report was given on the number of permits issued and revenue for December. The total permit revenue was \$2,294.40 for the 2 permits issued.
- c. There was a fire investigation report presented by Fire Marshal Jim Fox. There were 2 formal investigations; 1 was located at 10921 W. Greer Avenue concerning a Christmas Tree; the 2nd was located at 12030 N. 113th Avenue concerning SW Key rooftop AC unit.
- d. Fire Marshal Jim Fox gave a review of the large community projects within the community of Sun City. The report included the ongoing projects at the Banner Boswell Hospital.
- e. Fire Marshal Jim Fox presented a power point overview of the Boswell new ED project. The overview included the enabling scope elevator location, corridor and new exterior stairs.
- f. An overview power point was given on the additional large district projects within Sun City. The power point included the South Golf Course, Royal Oaks Campus, Sun City Cardiovascular Surgery Center and Burger King.
- g. Fire Marshal Jim Fox gave an overview power point of the ongoing large district projects in Youngtown. The projects included the Ridgeview preliminary plat (125 lots), new church remodel and apartment buildings off of Olive Avenue.

IV. UNFINISHED BUSINESS

A. None for December 2018.

V. NEW BUSINESS/FUTURE AGENDA ITEMS

A. None for December 2018.

VI. EXECUTIVE SESSION

A. No executive session.

VII. PUBLIC COMMENTS

- A. Chief Deadman addressed questions from the public concerning the increase of pension funds, rattlesnake pick up and fire extinguisher disposal.
- B. The commander of the posse mentioned the free electronics take back and the hazardous waste take back events at the posse. The electronics take back is set for February 9th from 9:00 a.m. to 1:00 p.m.; there is a fee for vast televisions (fifty cents per pound). The hazardous waste take back is to be in two weeks with additional information to be forthcoming and posted on the Department's website. The posse commander mentioned the emergency preparedness committees 2nd meeting; scheduled for January 21st.

VIII. NEXT GOVERNING BOARD MEETING

A. The next Regular Board Meeting will be held on February 19, 2019 at 9:30 a.m. at the Sun City Fire Department Community Room located at 18602 N. 99th Avenue.

IX. ADJOURNMENT

A. The regular board meeting for January 15, 2019 adjourned at 10:27 a.m.

FOR THE BOARD

Walter A. Link

Clerk of the Board

WAL/lbn