



Superstition Fire & Medical District

Phone (480) 982-4440 ~ sfmd.az.gov

Administration Office
565 North Idaho Road
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Fleet & Facilities Services
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Governing Board Meeting Minutes

May 20, 2020

PURSUANT TO A.R.S. §38.431.02, NOTICE IS HEREBY GIVEN TO THE GENERAL PUBLIC THAT THE SUPERSTITION FIRE & MEDICAL DISTRICT GOVERNING BOARD OF DIRECTORS HELD A MEETING ON WEDNESDAY, MAY 20, 2020. THE MEETING WAS HELD AT THE SUPERSTITION FIRE & MEDICAL DISTRICT'S ADMINISTRATION OFFICE, 565 N. IDAHO ROAD, APACHE JUNCTION, ARIZONA.

THIS MEETING WAS OPEN TO THE GENERAL PUBLIC (VIA CONFERENCE CALL) AND BEGAN AT 5:30 PM.

A. Call to Order

Chairman House called the meeting to order at 5:30 PM.

B. Pledge of Allegiance

The Pledge of Allegiance led by Chairman House.

C. Roll Call

Board Members in attendance were Chairman Todd House and Director Jeff Cross. Director Jason Moeller, Clerk Kathleen Chamberlain and Director Larry Strand attended via Conference call.

Senior Leadership Team in attendance were Fire Chief Mike Farber, Assistant Chief Richard Mooney, Assistant Chief Rick Ochs, Finance Director Roger Wood, Deputy Chief Jeff Cranmer and Administrative Services Director Anna Butel. Also in attendance was Legal Counsel William Whittington and Board Secretary and HR Generalist Sherry Mueller.

1. Review and approval of the April 2020 financial reports and bank reconciliations. (BOD #2020-05-01)

Motion by Director Cross to approve the April 2020 financial reports and bank reconciliations.

Seconded by Director Strand.

Vote 5 ayes, 0 nays, **MOTION PASSED.**

2. Recognition of employee performance, achievements, and special recognition for community members. (BOD #2020-05-02)

Historical Review

Transition from a Volunteer Organization to a Career Organization



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May 2020 Service Anniversaries

18 Years of Service:

Firefighter, **Paul Garcia**

Engineer, **Robert Vande Krol**

Firefighter / Paramedic **Stephan Wagner**

4 Years of Service:

Firefighter, **Kevin Montgomery**

3. Call to the Public. (BOD #2020-05-N/A)

Due to the Covid-19 virus, the Board Meeting was a closed-door meeting to the public. A notice was posted on our website, front door, Regional Training Center and Station 264 with our conference call number and pin code if anyone from the public wanted to call in and listen to the meeting. There was no person from the public over the conference phone.

NONE

4. Consideration and possible approval of all consent agenda items listed below (BOD #2020-05-03):

- A. Board Meeting Minutes from April 15, 2020
- B. Mediacom Contract Renewal
- C. Cancer Screening Invoice for Approval

Motion by Director Strand to approve consent agenda items A and C for May 20, 2020.

Seconded by Director Cross.

Vote 5 ayes, 0 nays, **MOTION PASSED.**

Motion by Director Cross to approve consent agenda item B May 20, 2020.

Seconded by Director Strand.

Vote 5 ayes, 0 nays, **MOTION PASSED.**

5. Presentation by John Ashton, discussion and possible approval regarding joining the Arizona Fire District Workers' Compensation Pool. (BOD #2020-05-04)

A high-level overview of the Arizona Fire District Workers' Compensation Pool was given by John Ashton. No action was taken.



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6. Presentation, discussion and possible direction of Fiscal Year 2020/2021 Budget development. (BOD #2020-05-05)

Finance Director Roger Wood presented an overview of the Revenue and Expenses for the following funds: 100 Fund, 150 Fund, 200 Fund, 500 Fund and 600 Fund. The Tentative Budget for Fiscal Year 2020/2021 will be presented to the Board at the June 17, 2020 Board Meeting.

NO MOTION

7. Discussion and possible approval of documents related to the next Fire Chief selection – Ad-Hoc Committee Request for Proposal (RFP): About SFMD, Fire Chief Job Description and Executive Recruiting RFP. (BOD #2020-05-06)

Motion by Director Cross to approve the following documents about SFMD, Fire Chief Job Description, and Executive Recruiting RFP.

Seconded by Director Moeller.

Vote 4 ayes, 1 abstain, 0 nays,

Ayes:

Chairman House
Clerk Chamberlain
Director Cross
Director Moeller

Abstain:

Director Strand

MOTION PASSED.

8. Discussion and possible approval of a new contract for on-call plumbing services between SFD and Ginco Plumbing LLC. (BOD #2020-05-07)

Motion by Director Cross to approve the contract for Professional Plumbing Services between the Superstition Fire & Medical District and Ginco Plumbing LLC.

Seconded by Director Strand and Director Moeller.

Vote 5 ayes, 0 nays, **MOTION PASSED.**

9. Discussion and possible approval of Resolution 2020-05-20-01: Call for Election. (BOD #2020-05-08)

Motion by Director Cross to approve Resolution 2020-05-20-01: Call for Election, and to hereby call for an election to be held on November 3, 2020 for the purpose of electing three individuals to serve as Board Directors for a four year term.

Seconded by Director Strand

Vote 5 ayes, 0 nays, **MOTION PASSED.**



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10. Discussion and possible approval of Resolution 2020-05-20-02: Election Workers. (BOD #2020-05-09)

Motion by Director Moeller to approve Resolution 2020-05-20-02: Election Workers, designating that the Fire District's election workers shall coincide with, and be, the election workers utilized by Pinal County"

Seconded by Director Strand

Vote 5 ayes, 0 nays, **MOTION PASSED.**

11. Discussion and possible approval of Resolution 2020-05-20-03: Precincts and Polling Places (BOD #2020-05-10)

Motion by Director Cross to approve Resolution 2020-05-20-03: Precincts and Polling Places that the Superstition Fire & Medical District's Precincts and Polling Places, which are within the boundaries of the Fire District, shall coincide with those of Pinal County.

Seconded by Director Strand

Vote 5 ayes, 0 nays, **MOTION PASSED.**

12. Discussion and possible approval of the Arizona Department of Emergency and Military Affairs (DEMA) Resolution #2020-05-20-04. (BOD #2020-05-11)

Motion by Director Moeller to approve Resolution 2020-05-20-04 Designation of an Applicant Agent.

Seconded by Director Cross and Director Strand

Vote 5 ayes, 0 nays, **MOTION PASSED.**

13. Discussion and possible adoption of Resolution 2020-05-20-05, authorizing the establishment of a line of credit ("LOC") with Wells Fargo for Fiscal Year 2020 / 2021. (BOD #2020-05-12)

Motion by Director Cross to approve Resolution 2020-05-20-05, authorizing the establishment of a line of credit with Wells Fargo, for \$1.5 million for Fiscal Year 2020/2021

Seconded by Director Moeller

Vote 5 ayes, 0 nays, **MOTION PASSED.**

14. Discussion, presentation and possible approval of the following Policies brought for review at the April 15, 2020 Board Meeting for final approval at the May 20, 2020 Board Meeting. (BOD #2020-05-13)

- 912 – Fire Station Safety
- 1020 – Grievance Procedure



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- 1046 – Employee Discipline

Motion by Director Moeller to approve policies: Fire Station Safety, Grievance Procedure and Employee Discipline.

Seconded by Director Cross

Vote 5 ayes, 0 nays, **MOTION PASSED.**

15. Policy Update – Vacation Accrual / Earned Leave. (BOD #2020-05-14)

16. Reports (BOD #2020-05-15)

Senior Leadership Team (SLT):

Fire Chief Mike Farber

- 30 Cancer screenings complete
- Mountain View & Jacob Waltz roads opening
- Covid-19 Update
- Slowly reopening District facilities

Deputy Chief Jeff Cranmer

Review of recent Incidents and Training

- Signal Butte Wildland Fire
- Lost Dutchman Wildland Fire
- Southern Wildland Fire
- Mtn. Brook Structure Fire

Assistant Chief Rick Ochs

Community Events

- Memorial Day Ceremony, Flag Raising at VFW Post #7968 (May 25, L263)
- Participated in several Birthday/Get Well celebrations: April 20 & 25 and May 6 & 17
- Fire Prevention
- Pre-Plans are completed for FY 19/20
- ImageTrend Elite Inspection Module – Company Inspections
- 2018 IFC Amendments
- Website Updates; Fire Prevention / Community Education Growth & Development
- Clubhouse at the Silos
- Entrada Del Oro expansion
- Fire Suppression System Final Inspections; Hatfield Medical Group, Mountain America Credit Union, First Assembly of God, Edward Jones, GC Internal Medicine, Mammoth Steak House, Toast Gio's.



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- Changes to approved plans; Mtn. America Credit Union and Campground USA

Administrative Services Director Anna Butel

- Engineer Testing – was delayed due to pandemic, the written test has been rescheduled to June 11, 2020 with the practical test and interviews to follow
- Galloway was out to all locations going over retirement portfolios with all members
- Mediacom contract – annual savings of \$26,412

Finance Director Roger Wood

- Open Enrollment for FY20/21 benefits started May 18 and ends May 29, 2020
- Billy Warren and Roger Wood applied for additional CARES revenue relief for the drop in transports I April. Could be up to \$70,000.
 - The District received \$50,000 for March.
 - May is trending slightly above budget, back to “normal”.

17. New Business / Future Agenda Items. (BOD #2020-05-16)

NONE

18. Announcements (BOD #2020-05-N/A)

NONE

19. Adjourn (BOD #2020-05-17)

Motion by Director Cross at 7:35 P.M. to adjourn the meeting

Seconded by Director Strand

Vote 5 ayes, 0 nays. **MOTION PASSED.**

Governing Board Approval:

A handwritten signature in blue ink, appearing to read 'K. Chamberlain', is written over a horizontal line.

Board Clerk Kathleen Chamberlain
Sherry Mueller