



# Superstition Fire & Medical District

Phone (480) 982-4440 ~ [sfmd.az.gov](http://sfmd.az.gov)

**Administration Office**  
565 North Idaho Road  
Apache Junction, AZ 85119  
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**Regional Training Center**  
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## Governing Board Meeting Minutes

### February 17, 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, FEBRUARY 17, 2021. 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 Chamberlain called the meeting to order at 5:30 PM.

#### B. Pledge of Allegiance

The Pledge of Allegiance led by Director House

#### C. Roll Call

Board Members in attendance were Chairman Kathleen Chamberlain, Clerk Jeff Cross, Director Todd House and Director Shawn Kurian. Director Jason Moeller 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, Acting Assistant Chief Jeff Cranmer and Administrative Services Director Anna Butel. Also in attendance was Sherry Mueller, Human Resources Generalist and Board Secretary and Legal Counsel William Whittington.

#### 1. Review and approval of the January 2021 financial reports and bank reconciliations. (BOD #2021-02-01)

**Motion** by Director House to approve the January 2021 financial reports and bank reconciliations.

**Seconded** by Director Cross

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

#### 2. Recognition of employee performance, achievements, and special recognition for community members. (BOD #2021-02-02)

#### Historical Review

Review of Historical Promotional Testing Processes

#### Thank-You to Xavier Hansen

Thank-you to Xavier Hansen for making us the *Thin Red Line of Courage Flag* made out of fire hose.



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## **February Anniversaries**

### **21 Years of Service:**

Administrative Services Director **Anna Butel**  
Fire Captain / Paramedic **Carlos Rivera**

### **12 Years of Service:**

Fleet Services Manager **Vaughn Croshaw**

### **8 Years of Service:**

Firefighter / Paramedic **Dave Endres**  
Firefighter **Monte Fuller**  
Firefighter / Paramedic **Chris Furgeson**

### **5 Years of Service:**

Human Resources Generalist **Sherry Mueller**

### **2 Years of Service:**

Firefighter **Matt Leon**  
Paramedic **Ryan Markham**  
Paramedic **Kyle Fischer**

## **New Probationary Firefighters graduated from the Phoenix Fire Academy on January 29, 2021**

- Shane Gereg
- Caleb Brown
- Sophie Boukatch
- Anthony Pezzino
- Thomas Merrill
- Luke Mays

### **3. Call to the Public. (BOD #2021-02-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 #2021-02-03):**

- A. Special Board Meeting Minutes from December 7, 2020
- B. Special Board Meeting Minutes from January 14, 2021
- C. Executive Session Minutes from January 14, 2021





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- D. Board Meeting Minutes from January 20, 2021
- E. Special Board Meeting Minutes from January 28, 2021
- F. Renewal of contract for property and casualty insurance service

**Motion** by Director Kurian to approve all consent agenda items February 17, 2021.

**Seconded** by Director Cross

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

5. **Possible vote to go into Executive Session. The Board may vote to go into Executive Session pursuant to A.R.S. §38-431.03(A)(1) for personnel matters re: discussion of candidate qualifications and A.R.S. § 38-431.03(A)(3) for legal advice; re: pending Fire Chief's employment issues; the recruitment and selection of the Fire Chief position. (BOD #2021-02-04)**

Note: Executive Sessions are confidential pursuant to A.R.S. §38-431.03(C).

Note: Legal action involving a final vote or decision shall not be taken at an executive session.

**No Executive Session needed at this time.**

**No Motion**

6. **Public Session. Discussion and possible direction regarding the Fire Chief Selection process. (BOD #2021-02-05)**

Chairman Chamberlain stated the candidates have been narrowed down to three final candidates. The next dates for the Fire Chief selection process will be Thursday, March 4, 2021 when the three finalists will be taken on a District Station tour. Board Clerk Cross, Director House and Union Vice President Walka will be providing the tours. The second round of interviews will take place on Monday, March 8, 2021.

Chairman Chamberlain read the "Official Statement – Fire Chief Recruitment":

The SFMD Board of Directors and Committee conducted six Fire Chief interviews on Thursday and Friday of last week. All candidates brought unique aspects to their interviews. Based on their performance in the first round of interviews, the top three candidates are Jeff Case, Avondale Fire & Medical Department (retired), space John Whitney, Scottsdale Fire & Medical Department, and Rusty Colfelt, Eagle Fire Protection District (Idaho / Retired).

The Board of Directors, Selection Committee, and the Ralph Anderson Consultant are working towards the next steps in the process. The second-round interviews space are scheduled for Monday, March 8, 2021. Additionally, candidates will participate in station tours with Board Clerk Cross, Director House and Union Vice President Walka on Thursday, March 4, 2021.

Also, Chairman Chamberlain said the candidates will also have an opportunity to meet with Chief Farber on Thursday, March 4, 2021.

**No Motion**



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### 7. Discussion of the 2021 Fire District Tax Abstract / Levy Limit Worksheet for Pinal and Maricopa counties, and its impact on the development of the Fiscal Year 2021 / 2022 Revenue Budget. (BOD #2021-02-06)

The Combined Pinal County & Maricopa County Fire District Levy Limit Worksheet (Tax Abstract) for FY 2020 / 2021 was delivered on February 8. A summary of the District's Net Assessed Valuation (NAV) and its impact on the property tax revenues for FY 2021 / 2022 is as follows:

|                                    | Pinal              | Maricopa           | Total              | % Increase   |
|------------------------------------|--------------------|--------------------|--------------------|--------------|
| Centrally Assessed Property        | 11,055,630         | 29                 | 11,055,659         | 4.09%        |
| Locally Assessed Property          | 32,608,946         | 143,009            | 32,751,955         | 4.37%        |
| Locally Assessed Personal Property | <u>414,571,126</u> | <u>318,662,414</u> | <u>733,233,540</u> | <u>6.70%</u> |
| Total                              | 458,235,702*       | 461,700,458        | 919,936,160        | 6.47%        |

\*NOTE: The FY 2021 / 2022 NAV total for Pinal County represents 93.7% of the FY 2010 / 2011 NAV (11 years ago).

At the current tax rate of \$3.25 per \$100 of Net Assessed Value, the NAV increase results in an additional \$905,014 in tax revenues for the General (100) Fund.

At the current special assessment rate of \$0.25 per \$100 of NAV, the NAV increase results in an additional \$69,616 in tax revenues for the Capital Replacement (200) Fund.

At the current special assessment rate of \$0.17 per \$100 of NAV, the NAV increase results in an additional \$11,450 in tax revenues for the Debt Principal (500) and Debt Interest (600) funds combined.

The District Salt River Project (SRP) NAV is still not known.

This information does not require Board action; it is being provided for FY 2021 / 2022 Budgeting purposes for the General (100), Capital Replacement (200), and the Debt Principal (500) and Debt Interest (600) funds.

**No Motion**

### 8. Review and discussion regarding the Fireboard Bylaws. (BOD #2021-02-07)

Chairman Chamberlain requested this agenda item be delayed and the Board will have a special work session to go over the details of the Bylaws at a future date to be determined.

### 9. Discussion regarding the Engagement and Retainer Agreement to retain Cynthia K. Kelley, Esq. of Ryan Rapp Underwood & Pacheco PLC as the Local Pension Board attorney. (BOD #2021-02-08)

Director of Administrative Services, Anna Butel stated this agenda item is for information only. The Local Pension Board is expected to approve retaining of services of outside counsel of Cynthia K. Kelley, Esq. of Ryan Rapp Underwood & Pacheco PLC as the Local Pension Board attorney at the next Pension Board Meeting on Thursday, February 18, 2021.

**No Motion**





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## **10. Reports (BOD #2021-02-09)**

### **Senior Leadership Team (SLT):**

#### Fire Chief Mike Farber

- IGA with City of AJ
- Annexation of 8,100 acres
- List Establishment; Captain Promotional Process:
  - Dan Elliott
  - Chris Robson
  - Chris Furgeson
  - Lance Frawley
- Cancer Screening Completed for Sworn Members
- State of the City Video

#### Acting Assistant Chief Jeff Cranmer

- Fire Incidents
- Crew training
- Recruit training
- EMS training

#### Assistant Chief Rick Ochs

- Review of Captain Testing Process

### **Fire Prevention & Growth & Development**

- Company level Business Inspections to begin in March
- Tenant Improvements, Fire Protection System installations
- Updates on new construction

#### Administrative Services Director Anna Butel

- FEMA gave final approval for Award Package #1 related to COVID-19 expenses
- AZ DEMA is competing an additional review before issuing the award
- Cost Share is 75%
- Net - \$57,543.04
- Federal Share - \$43,157.28
- SFMD Share - \$14,385.76
- FEMA is still reviewing Award Package #2
- Requested additional information on usage rates of certain Personal Protective Equipment.
- Net - \$14,225.10
- Federal Share - \$10,668.82
- SFMD Share - \$3,556.28
- We are working on our next submission for continued COVID expense reimbursement



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### Administrative Services Director Anna Butel Continued

#### Pension Board

- Training is scheduled for Thursday, February 18<sup>th</sup> at 14:00 hours.
- Brian Moore from PSPRS will provide the training.

#### New Recruit Training

- Overview of Human Resources and Payroll
- Essential Policies
- On-The-Job Injury Policy and Procedure
- Paycheck deductions

### Finance Director Roger Wood

- FY 2021/2022 budget Development
- Updating 3-Year Forecast
- Interfund Accounts Receivable / Accounts Payable analysis and proposal for March BOD
- Preparing Fund Overview for new Fire Chief

#### **11. New Business / Future Agenda Items. (BOD #2021-02-10)**

The Board would like to review options for electronic signatures for check signing. A presentation of options will be scheduled for the March 2021 Board Meeting.

#### **12. Announcements (BOD #2021-02-N/A)**

Chairman Chamberlain thanked the on-duty personnel who attended today's Board Meeting.

#### **13. Adjourn (BOD #2021-02-11)**

**Motion** by Director House to adjourn the meeting at 6:41 p.m.

**Seconded** by Director Moeller

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

#### **Governing Board Approval:**

  
Board Clerk Jeff Cross  
Sherry Mueller