

**MINUTES
SUN CITY FIRE DISTRICT
REGULAR BOARD MEETING
TUESDAY, JUNE 28, 2022
9:30 A.M.**

CALL TO ORDER: Chairman David Mann

ROLL CALL:

Members Present: David Mann, Tim Wilmes, Phil LaBarbera, David VanderNaalt

Members Absent: Stephen Arnold

Staff: Acting Fire Chief Rob Schmitz, Fire Marshal Jim Fox, Assistant Fire Marshal Kenny Kovac, Battalion Chief Sherry Hood, Captain Paul Neal, Finance Director Gabe Buldra, USCFFA Vice President Kevin Brown, Office Manager Lisa Neubert

PLEDGE OF ALLEGIANCE

INVOCATION

I. CONSENT AGENDA ITEMS FOR CONSIDERATION AND APPROVAL

- A. Board of Directors Special Meeting Minutes for May 17, 2022 were approved for filing.**
- B. Board of Directors Executive Session Meeting Minutes for May 17, 2022 were approved for filing.**
- C. Board of Directors Board Meeting Minutes for May 24, 2022 were approved filing.**

II. CORRESPONDENCE AND SPECIAL RECOGNITION

- A. Chief Schmitz read a letter from Maria Coesens, board member of the Sun City Fire Fighters Relief and Pension Fund, thanking the department for the flowers we sent during a recent hospital stay.**

- B. Chief Schmitz reported that the department has recently hired two new EMS employees, Taylor Porter and Jackson Taylor.**
- C. Captain Jaime Soto was recognized for 32 years of service and Firefighter Damon Farrar was recognized for 20 years of service.**
- D. Engineer Richard C. Rivas officially retired on May 26, 2022 after 32 years of service.**

III. COMMITTEE REPORTS

A. Budget and Finance

- 1. Finance Director Gabe Buldra presented the financial and bank reconciliation report for the month of May 2022. Board member Tim Wilmes made a motion to accept the May 2022 financial report. Board member Phil LaBarbera seconded the motion. The board voted unanimously to accept the finance report for the month of May 2022. (M: Tim Wilmes/S: Phil LaBarbera; Vote – Aye: David Mann, Tim Wilmes, Phil LaBarbera, David VanderNaalt. Nay: None)**
- 2. The FY 22/23 budget was presented for adoption by Finance Director Gabe Buldra. Board Chairman Mann opened a public hearing to the public for comments on the proposed budget. There were no questions or comments from the public. The public hearing was closed. Board member Tim Wilmes made a motion to adopt the FY 22/23 budget. Board member Phil LaBarbera seconded the motion. The board voted to adopt the FY 22/23 budget. (M: Tim Wilmes/S: Phil LaBarbera; Vote – Aye: David Mann, Tim Wilmes, Phil LaBarbera, David VanderNaalt. Nay: None)**
- 3. The pension funding policy was presented by Finance Director Gabe Buldra. Mr. Buldra reported that the policy had been updated to reflect the most recent actuarial figures. Board member Tim Wilms made a motion to adopt the revised pension funding policy. Board member David VanderNaalt seconded the motion. The board voted to adopt the revised pension funding policy. (M: Tim Wilmes/S: David VanderNaalt; Vote – Aye: David Mann, Tim Wilmes, Phil LaBarbera, David VanderNaalt. Nay: None)**
- 4. Finance Director Gabe Buldra reported that the Arizona Fire District Safety Act was referred to the November ballot for voter approval. This act, if passed, will place a 1/10th of a cent sales tax increase statewide to provide funding for all fire districts. He further reported that the state legislature approved a \$20 million appropriation to help Arizona fire districts with COVID-related workers' compensation costs and other COVID-related expenses. The mechanism for distributing these funds, the timing, the rules around distribution, etc., all still need to be established.**

B. Legal and Insurance

1. There was no legal and insurance report.

C. Fire Department Operations

1. The report for fire department operations was given for May 2022, which included an overview of the incident counts, types, and response times.

F. Emergency Medical Services / Ambulance Operations

1. The ambulance operations report was presented for the month of May 2022. The report included the incident counts, types, and transports.
2. Chief Schmitz gave the following updates on the Emergency Medical Services/Ambulance Operations division:
 - i. Taylor Marquez and Matt Schall are beginning the vehicular portion of paramedic school.
 - ii. The EMS Division is currently creating a job posting for publication for the billing manager position.
 - iii. Quarterly training will be over documentation

G. Resource Management

1. Chief Schmitz reported the following for fleet/apparatus:
 - i. The new ambulance (M133) is complete but held up in Indiana due to a manufacturer recall. There is no updated timeline.
 - ii. The new handheld radios have been delayed from being deployed due to a delay with programming for the MSA airpaks.
 - iii. LT131 is out of service due to multiple mechanical issues but is anticipated to return to service by the end of June. This unit is starting to show signs of engine and transmission wear, in addition to obvious aesthetic aging, and should be considered a priority for replacement.
 - iv. L131 finally returned to service on June 16th after being unavailable since mid-February due to mechanical problems and operations issues with the aerial ladder. Sutphen worked closely with H&E to determine an appropriate repair and sent a technician from Ohio to complete reprogramming. Due to our frustrations with on-going mechanical concerns, Sutphen pledged to cover all aerial repairs.

- v. E137 (red refurbished Quantum) appears to finally have been repaired of its on-going starting issues. W.W. Williams attempted multiple times to resolve this matter and stood behind their work to finally complete the repair.
- vi. Golden Shores Fire District is still waiting to accept the 2012 custom Spartan. We are continuing to communicate with Chief Villamor regarding the physical transfer of the unit. It is currently at H&E and should be completed soon.
- vii. We are working with Cummins to address a recall notice regarding the fuel system on all our Sutphen pumpers.
- viii. Fire mechanic Izacc Ramos has been an invaluable asset in resource management since accepting the position. He has decreased out of service time on our front-line units and has been able to address minor repairs and PM schedules more efficiently than ever before. His addition to the agency has been appreciated by all members.

2. Chief Schmitz reported the following for buildings/facilities:

- i. All Plymovent work related to station 133 and change over to the magnetic system is complete. We are attempting to troubleshoot some interface issues.
- ii. Station 131 received installation of a new commercial ice maker after being without one for the last few months due to supply chain issues.

H. Training/Professional Development

1. Chief Schmitz reported the following for training/professional development:

- i. Recruit Class 22-2 (recruits Berl, Dewell, Haugen, & Humphries) along with RTO Captain Matt Lucking, had their first live fire training a week ago. This live fire training is called "Intro to Heat". All recruits are doing well in the academy and learning a ton. They are currently in week 6 of the academy.
- ii. Our two newest EMS hires, Taylor Porter and Jackson Peters, began orientation on June 6th and are currently training in the field.

I. Administrative/Special Projects

- 1. Chief Schmitz received three proposals for a feasibility study between our district and Arizona Fire & Medical Authority (AFMA) and presented the proposals to the fire board at the June 21, 2022, workshop meeting. The board

asked that each company provide a presentation not to exceed thirty minutes of the scope of work covered in their proposal and all associated costs at today's meeting. The presentations were via Zoom as follows:

- i. 10:30 a.m. – Stuart McElhane, Senior Consultant for ESCI, presented a PowerPoint presentation which gave an overview of the company, the process they for collecting data and performing the study, which includes a baseline evaluation of how the district is functioning currently. Their proposed fee, through the NPPGov cooperative purchasing group, is \$51,171.00 all inclusive. There is an addition 2% discount for IAFC members. A copy of the PowerPoint will be provided to the board.
- ii. 11:00 a.m. – Joseph Pozzo, Senior Manager for CPSM, presented a PowerPoint presentation which gave an overview of the company and what services they will provide for the feasibility study. Their proposed fee is \$48,500 exclusive of travel. Travel expenses are actual cost and will not exceed \$5,000. A copy of the PowerPoint will be provided to the board.
- iii. 11:30 a.m. – Kevin Roche, Facets Consulting Partner, gave an overview of the proposal that was submitted to the board prior. There was no PowerPoint visual presentation provided. The total cost for the study, including travel, is \$36,500.00

The board will review the proposals and PowerPoint presentation copies and will place this topic on the July 19, 2022, special meeting agenda as a possible action item.

J. Public Education/Community Outreach

1. There were no prevention volunteer service awards for the month of June.
2. Prevention volunteer hours summary.
 - a. The summary of prevention hours for volunteers was presented for May 2022. The total number of volunteer hours was 105.
3. Community relations program report.
 - a. The report for Community Outreach program was given for May 2022. There was a total of 127 citizens served for May. Installations of lock boxes are scheduled through June 2022.
4. There was one community event for the month of May 2022.

5. The volunteer inspection summary report was given for the month of May. There was a total of 109 inspections completed.

K. Fire Prevention

1. The construction inspection summary report was given for the month of May. There was a total of 25 inspections completed.
2. Permits issued and revenue report.
 - a. The permit and revenue report were presented for May. There were 12 permits with a revenue of \$18,870.25.
3. Fire investigation reports.
 - a. The fire investigation report was given for May. There were no formal fire investigations performed.
4. Large community projects.
 - a. An update was given on the large community projects within the Sun City District. There are currently seven large community projects in Sun City.
 - b. There was an update on the ongoing projects in Youngtown. There are currently five large community projects in Youngtown.

IV. UNFINISHED BUSINESS

- A. Board member Tim Wilmes reported that the next Prop 207 check should be issued very soon. PSPRS Tier 3 DC members will have a 90-day window period beginning July 1st to opt into the health insurance supplemental program provided through PSPRS. PSPRS has found an issue with excess contributions by selected Tier 1 and Tier 2 members. Affected employers will be notified in the future of who will be getting a refund and how the refund process will work.

V. EXECUTIVE SESSION

- A. This item was tabled and will be placed on the July 19, 2022, special meeting agenda.

VI. NEW BUSINESS/FUTURE AGENDA ITEMS

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

VII. PUBLIC COMMENTS

- A. Kevin Brown, USCFFA Vice President, inquired as to why the BESS (battery energy storage system) project in Youngtown has been stopped and if it will begin again. Fire Marshal Jim Fox stated the contract that the builder had with APS has expired and they are trying to renew it.
- B. There was no United Sun City Firefighters Association report.

VIII. NEXT GOVERNING BOARD MEETING

- A. The next Regular Board Meeting will be held on July 26, 2022, at 9:30 a.m. at the Sun City Fire Department Community Room located at 18602 N. 99th Avenue Sun City, AZ.

IX. ADJOURNMENT

- A. Board member Tim Wilmes made a motion to adjourn the meeting at 12:13 p.m. Board member David VanderNaalt seconded the motion. The board voted to adjourn the meeting at 12:13 p.m. (M: Tim Wilmes/S: David VanderNaalt; Vote – Aye: David Mann, Tim Wilmes, Phil LaBarbera, David VanderNaalt. Nay: None)

FOR THE BOARD

Tim Wilmes
Clerk of the Board

TW/lbn

- **NOTICE:** The governing board may go into executive session for the purpose of obtaining legal advice from the fire district's attorney(s) on any above agenda items pursuant to ARS Section 38-431.03(A)(3).
- One or more members of the governing board may attend the meeting telephonically.
- Governing board meeting agenda dated and posted (at least 24 hours prior).
 - ❖ Posted: June 23, 2022, at 2:00 PM by Lisa Neubert

If any disabled person needs reasonable accommodations, contact administration at 623-974-2321 or admin@scfmd.az.gov as early as possible.