

**MINUTES
SUN CITY FIRE DISTRICT
REGULAR BOARD MEETING
TUESDAY, MARCH 22, 2022
9:30 A.M.**

CALL TO ORDER: Chairman David Mann

ROLL CALL:

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

Members Absent: None

Staff: Fire Chief Mark Burdick, Assistant Fire Chief Rob Schmitz, Battalion Chief Jason Casey, Fire Marshal Jim Fox, Assistant Fire Marshal Kenny Kovac, Finance Director Gabe Buldra, USCFPA Vice President Adam Holliday, USCFPA Trustee David Musselman, Office Manager Lisa Neubert

PLEDGE OF ALLEGIANCE

INVOCATION

I. CONSENT AGENDA ITEMS FOR CONSIDERATION AND APPROVAL

A. Board of Directors Board Meeting Minutes for February 22, 2022 were approved for filing.

II. CORRESPONDENCE AND SPECIAL RECOGNITION

A. Community Appreciation Letters

- 1. Chief Schmitz read a letter of appreciation from a citizen for medical services given to her husband.**
- 2. Board member Tim Wilmes read a personal letter of appreciation for the office staff, prevention staff, firefighters and EMS staff, and Chiefs Burdick and Schmitz.**
- 3. Board member Steve Arnold introduced Maria Coesens who will fill the role of lay person on the Sun City Fire Fighters Relief and Pension Fund Board.**

B. Promotions/Badge Pinning

1. There were no promotions/badge pinnings.

C. Service anniversaries.

1. Firefighter Kyle Netzel was recognized for 6 years of service and Paramedic Keena McBee was recognized for 3 years of service.

D. Retirement recognition.

1. There were no retirements.

III. COMMITTEE REPORTS

A. Budget and Finance

1. Finance Manager Gabe Buldra presented the financial and bank reconciliation report for the month of February 2022. The board voted to accept the finance report for the month of February 2022. (M: Tim Wilmes/S: Steve Arnold; Vote – Aye: David Mann, Tim Wilmes, Steve Arnold, Phil LaBarbera, David VanderNaalt. Nay: None)

B. Legal and Insurance

1. There were no legal and insurance matters.

C. Fire Department Operations

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

D. Emergency Medical Services / Ambulance Operations

1. The ambulance operations report was presented for the month of February 2022. The report included the incident counts, types, and transports.
2. Chief Schmitz reported that SCFMD medical direction has updated the pre-hospital medical orders for treating our patients. These routinely get these updated once a year with feedback from all agencies operating under these guidelines.

E. Resource Management

1. Chief Schmitz reported that the Apparatus Committee representatives (Chief Tony Van Roekel, Firefighter John Shedler, and Mechanic Izacc Ramos) completed the pre-construction meeting at the Sutphen plant in Ohio. The order is being finalized and then the engineering and building phase will begin. The anticipated build time is 10 – 12 months.
2. The new ambulance will be completed in the next few weeks. Graphics are being finalized this week.

3. Chief Schmitz reported that reoccurring roof leaks under the swamp coolers at FS132 are being addressed.
4. Chief Schmitz asked the board to approve a revision to a purchase order approved at the March 23, 2021 regular board meeting for the Plymovent system installation at FS133. This expenditure was originally approved for \$67,466.63 for vendor APS. The invoice has been revised to break out the electrical work that was done by a sub-contractor, Barnes Electric. The new amount is \$68,177.71, which is for equipment and shipping (APS - \$46,750.00) and for electrical work (Barnes Electric - \$21,427.71). The board voted unanimously to approve the purchase order revision. (M: Tim Wilmes/S: Phil LaBarbera; Vote – Aye: David Mann, Tim Wilmes, Steve Arnold, Phil LaBarbera, David VanderNaalt. Nay: None)

F. Training/Professional Development

1. Chief Schmitz reported that offers have been made to four applicants off the firefighter eligibility list. He further reported that our two firefighter recruits (William Mettler and Joseph Rivera) continue to do well in the Glendale Fire Academy 22-1.
2. Crews have been training at Royal Oaks on fire operations.

G. Administrative/Special Projects

1. Chief Schmitz reported that the department is recruiting for the EMS division. Applicants can apply for EMT or paramedic positions through the National Testing Network.

H. Public Education/Community Outreach

1. Prevention volunteer service anniversaries – Inspectors Dennis Albert and Greg Eisert were recognized for three years of service; Chaplain John Sahlberg was recognized for two years of service.
2. Prevention volunteer hours summary.
 - a. The summary of prevention hours for volunteers was presented for February 2022. The total number of volunteer hours was 171.
3. Community relations program report.
 - a. The report for Community Outreach program was given for February 2022. There was a total of 120 citizens served for February. Installations of lock boxes are scheduled through March 2022.
4. There were seven community events for the month of February 2022.
5. The volunteer inspection summary report was given for the month of February. There was a total of 107 inspections completed.

I. Fire Prevention

- 1. The construction inspection summary report was given for the month of February. There was a total of eight inspections completed.**
- 2. Permits issued and revenue report.**
 - a. The permit and revenue report were presented for February. There were 13 permits with a revenue of \$83,655.30.**
- 3. Fire investigation reports.**
 - a. The fire investigation report was given for February. There was one formal fire investigation performed at a residential occupancy.**
- 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. PSPRS / Prop 207 – Board member Tim Wilmes reported that the growth rate of PSPRS was sufficient enough to make the agency the 175th largest U.S. retirement plan, up from the previous position of 217.**

V. EXECUTIVE SESSION

- A. There was no executive session.**

VI. NEW BUSINESS/FUTURE AGENDA ITEMS

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

VII. PUBLIC COMMENTS.

- A. Ms. Karen Partridge, a Sun City resident, asked what the department was doing with respect to inflation and the department's budget. She also inquired about the light at 111th and Grand Avenues with respect to the department being able to modify the traffic signal. Fire Marshal Jim Fox stated that ADOT did not give the department permission for any signal changes.**
- B. United Sun City Firefighters Association Report – Vice President Adam Holliday gave an update on striker bill SCR1049, that will allow fire districts to collect 1/10 of 1% in sales tax revenue in the state of Arizona.**

VIII. NEXT GOVERNING BOARD MEETING

A. The next Regular Board Meeting will be held on April 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. Meeting adjourned at 10:50 a.m. (M: David VanderNaalt/S: Phil LaBarbera; Vote – Aye: David Mann, Tim Wilmes, Steve Arnold, 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: March 16, 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.