

**PINEWOOD FIRE DISTRICT  
BOARD MEETING  
February 19, 2013**

**MEMBERS PRESENT:**

Chairman - Richard Drinen  
Barbara Timberman, Member

Clerk of the Board - Len Friedlund  
Bill DeGroot, Member

**MEMBERS ABSENT:**

Ben Click, Member

**STAFF PRESENT:**

Chief Welsch  
Derek Day  
Casey Welsch

Office Manager - Kim Ball  
Matt Burns

Captain – Josh Tope  
Devon Liggett

**VOLUNTEERS PRESENT:**

None

**PUBLIC PRESENT:**

Sue Drinen

Linda Welsch

Bob Timberman

Meeting opened at 5:00 p.m. with the Pledge of Allegiance and Roll Call. A quorum was affirmed.

**ADMINISTRATIVE REMARKS:**

Chairman Drinen explained that when you walk into a room the American flag should be on the right, except if you have a speaker or if you have a head table as we have here, then the flag is always on the speaker's right with the state flag on the left.

**APPROVAL OF MINUTES:**

The minutes for January 15, 2013 were approved as presented.

**CORRESPONDENCE:**

None

**FINANCIAL REPORTS:**

**A. JANUARY EXPENDITURES:**

Chairman Drinen stated "It looks like we are right where we should be". Chief Welsch explained that our actual income is at 68% if you include the carryover. We are over spent in a couple of categories; as usual our human resources category is at 58% which isn't bad since this category is an overtime category. We had legal expenses that put account 3004 at 72% of that category, but we should not have any more legal expenses this year.

Chairman Drinen asked the board if there were any questions on the financials. There were no further questions on the financial reports.

## **OFFICE MANAGER'S REPORT – Kim Ball**

### **A. Ambulance Billing Report:**

In January we charged out \$6,765.18 in ambulance billing. We received \$9,644.27 in ambulance payments with a year to date total of \$101,283.20. Resident subsidy for January was \$2,285.75 with a year to date total of \$20,446.24. We have received \$40,658.68 from Highlands Fire District for the fires the Bear Jaw group was on last summer. Highlands still owes us \$12,767.92. We have not yet received payment from State Land for the fires that we went on last summer; they still owe us \$117,753.19. Out of district payments totaled \$150.00 in January with a year to date total of \$9,550.00.

### **B. MONTHLY RUN LOG COMPARISON REPORT:**

In January we went on 20 medical calls, 8 fire calls and 9 special duty calls. Chief explained that of those 9 special duty calls about half were smoke alarm installations. We saw 7 individuals in the med-room which brought our total for the month to 44. We had 37 toned out calls. There were 6 transports with 6 individuals being transported. We had 25 calls inside the district or 68% and 12 calls outside the district or 32%.

### **C. 2013 LETTER OF DECLARATION FOR WELLS FARGO:**

Office manager Ball explained that this is the same letter that we send in to Wells Fargo every year so that we can get a loan should we need it next fiscal year. There is also a letter stating that we have not lied about anything in our financial records or our audit. The signatures on the letter for credit need to be notarized along with Chairman Drinen's signature.

Chairman Drinen stated "the board will sign both documents tonight and I will get them back to you after my signature has been notarized".

### **CHIEF'S REPORT:**

#### **A. Response Exception Reports:**

1. Fire
2. EMS
3. Rescue

Chief Welsch explained that during the last snow storm E81 was involved in an accident in the park; the engine slid off the road into the bar ditch on Pinewood Boulevard. Some damage was caused to the underside of the engine; steering box damaged, axle pushed back, springs pushed back, radio came loose and broke the windshield, but the engine is currently in the shop and we hope to have it back in a couple of weeks. No damage was done to property other than our engine.

B shift was on duty that day, they all had their seatbelts on but Captain Oberly hit his head on the side of the truck. He was checked out by a doctor and he is fine. Captain Oberly had split his forces (before the accident) with 2 in the engine and 2 on each ambulance because of the weather. This worked out well because the ambulances were able to continue on to the calls on the freeway and our response time was not impacted. It took about 5 or 6 hours to get the engine out of the ditch and towed to the station.

One thing that Captain Oberly and medic Josh Doak said was if the call had come in 3 minutes later the road would have been plowed, it was just an unfortunate set of circumstances the way it worked out.

Member Timberman asked "With the storm coming up what will we do for a backup engine?"

Chief stated "We have Brush 81 that we can use for fire suppression. Thankfully this is not a busy time

of year for us and we should be fine until we get the other engine back. If we get a call on the freeway we will drop the chains in the station and respond to the freeway. In the park we have been keeping the chains on Engine 82 because it is not four wheel drive.

Chief Welsch then explained to the board that the chairs we are currently sitting on were purchased by the line staff with the chili cook-off winnings and a donation from the women's golf association. They purchased 12 new chairs for the community room/kitchen. Chief Welsch stated "I commend them for using their own money and purchasing these wonderful chairs, they didn't have to do this and I think it is important to let them know that we appreciate it".

We have lost a couple of volunteers; one Chief asked to leave because he continually wanted to take long leaves of absence. The other volunteer was Dave Elam; he needed to stop volunteering because of family issues. If you see Dave thank him for his service and tell him that we will miss him.

Chief stated "The last thing I need to talk about is Senate bill 1282. Senator Crandell is looking to disband all of the individual fire districts in Arizona and have each county assume the role of fire and emergency medical service response. Senator Crandell wants every section of the county to be covered equally, even if there are no people living in those areas or not. AFDA is not supporting this bill and they have stated that the counties are not in favor of this bill either. If you get a moment please drop a note to your senator and representative that you are not in favor of this bill".

Clerk Friedlund asked "Should the board send a letter to the senate telling them that we are not in favor of this bill?"

Chief Welsch stated "Yes, that would be a really good idea; we definitely need to get the message out. At this time Senator Crandell is not well supported but that could change."

Chairman Drinen stated "Cities and towns are exempt, is that correct?"

Chief Welsch answered "Yes at this time."

Office manager Ball stated "But we are not a town or a city."

Chief Welsch stated "The only thing we could do right now is try to become a municipality."

#### **B. DISCUSSION AND VOTE TO OVER SPEND ACCOUNT 4221.5:**

Chief explained that we will be overspending a capital account. The Bear Jaw group made so much money last year that everyone in the group agreed to split the money three ways and buy trucks for the Bear Jaw group to take to fires. At this time they don't have dedicated trucks for their crew to use.

So each of the fire districts will own a new brush truck but the Bear Jaw Crew won't have to worry about what vehicle they are going to use and from which department.

What they have done is that they cut us a check for the cost of the truck and when the truck comes in we will cut a check for the truck. So the money that is in that account now will still be in the capital account after we pay for the truck it is a wash.

Clerk Friedlund moved that we approve the overspending of account number 4221.5. Member Timberman seconded. Motion passed unanimously.

Ayes: 4

Nays: 0

#### **C. VOTE TO APPROVE RESOLUTION 2013-01:**

Chief explained to the board that every year we apply for the Governor's Office of Highway Safety grant.

Each year we have to do a resolution stating that the board will accept the funds for the grant if the funding is available.

Member Timberman moved that we accept the grant funds if the money is available. Member DeGroot seconded. Motion passed unanimously.

Ayes: 4

Nays: 0

## **9. DISCUSSION ON POSSIBLE FUNDING OPTIONS & PLAN DEVELOPMENT FOR NEW STATION:**

Chief explained that budget item 4211.3 was spent last year for the land we purchased. I did carry an additional \$30,000.00 in that account this year for the purchasing of architectural/engineering plans for a new station. Unfortunately there are no grants for a fire station this federal fiscal year, and there haven't been since 2009, so we are going to have to look at different options. We looked at the local USDA for building grants but they say that we have too high of a median income to qualify.

We could take this \$30,000.00 and look for several qualified engineering firms and get bids to get the engineering plans done so we can begin work on the ditch and moving the basketball court. Then go out to bid with a couple of metal building firms and see if any of them can meet our needs. We need to set up a couple of committees made up of different people, including the employees, that can look at financing options, basic human need guidelines and what will be needed to live here in safety and comfort.

We need to look at other options for financing the new station. We can go to the public and ask for donations. We can set up a bank account just for the funding of the station. We are probably looking at about 2 million dollars for a building that will last 50 years. Financing with a 40 year note or bond election. It will take us 2 years to get financing, plans and get the work done.

Member Timberman asked "Is the money that is donated to the fire department tax deductible?" Chief stated "Yes, anything you donate to the fire department is tax deductible."

Clerk Friedlund asked "Just how flexible are you if you need elevators? Don't you have to have load bearing walls?"

Chief stated "We'll only have one elevator. We will have 3 stories with a permanent deck under each one. This will allow the living spaces to have walls that are moveable so you can redesign as needed. The public areas of the fire station will be separated from the crew living quarters so that no one will be disturbed in any of the spaces." "Meeting and greeting the public will go on just like it always has, we do not want to isolate ourselves from the public." Chief explained that this is a big project and we need to get the committees going so we can get everything lined out. Chief also stated "Linda asked me if she could help in the finance part of the planning. If the board is agreeable she would be an asset to the finance committee. We have lots of people that want to help and hopefully we'll have people that want to help with money also."

Captain Tope stated "A lot of the grants I have looked at will not pay for any community space, so even if we got a grant it wouldn't pay for the community room."

Chief stated "The community space is really a command center for any major incidents."

Clerk Friedlund stated "I would like to help out on one of the committees; I majored in architecture when I was in college, until I changed my major."

Chief explained that he needed to get with Captain Tope to go over what subcommittees that we need. But we do need to develop a steering group and start putting some of these ideas together. If we have to go outside for financing then that's what we have to do.

Clerk Friedlund asked "How soon are you going to get started? Jan is going to start running the newspaper twice a week pretty soon and we need to get some articles in her paper."

Chief said "I will have Caleb Garcia start putting articles in the paper; I would even write them myself if you would like me to."

Chairman Drinen stated "We need to get started now not wait for things to get better."

Chief explained that we have to go through the county to get permits and get our plans approved. So we could spend a lot of money and then have the county turn us down; so we need to get the county involved right away to try to expedite things. He told the board he would keep them updated though e-mail on what is going on with the committees.

**SUMMARIZE ACTION ITEMS:**

1. Update on building a new station.

**FUTURE AGENDA ITEMS:**

1. Update on building a new station.

**CALL TO PUBLIC:**

Bob Timberman stated "That at the last auxiliary meeting Sue gave a talk about the memorial garden and the fact that they won't be able to get it completed for 2 years."

Chief said "I haven't spoken to her and she has not contacted me; so I'm not sure what the county is telling her. I will contact her and I will probably be reassigning the committee."

Chairman Drinen stated "Tom Eade from PPOA is starting a Pinewood beautification project. He would probably be happy to be on our committee for the memorial garden, and Sue could be included in the committee. He is a great about making sure things happen so he would be great to have on the committee."

Bob Timberman stated "He will just hold off until the new committee has been formed." "I also have a new volunteer for the department. He already has his FF 1 & 2 certification; he needs to renew his EMTB certification and he will be moving up here in a few weeks. He used to volunteer for Black Canyon City."

Chief stated "Just bring him down and he can fill out an application, we will have to do drug testing and a background check, but we would be glad to have more help." "Captain Tope has taken the volunteer group under his wing as operations manger. Chris Stoltze is still the retention and recruiting officer but Captain Tope manages ops and training."

NEXT MEETING: March 19, 2013 at 5 PM.

The meeting adjourned at 5:48 PM.

Respectfully submitted by \_\_\_\_\_  
(Clerk of the Board, Len Friedlund)