

PINEWOOD FIRE DISTRICT
BOARD MEETING
November 15, 2022

1. Call to Order & Pledge of Allegiance:

Meeting was called to order at 3:00 p.m. with roll call and Pledge of Allegiance.

2. Roll Call:

Members Present:

Chairman, Richard Drinen	Clerk, Barbara Timberman	Member, Tom Gulliver
Member, Lois Barnes	Member, Robert Rose	

A quorum was established.

Staff Present:

Fire Chief, Josh Tope	Office Manager, Tammy Pugh	
Caleb Garcia	Dominic Garcia	Jason Maynard
Devon Liggett	Kris Jordan	

Public Present:

Bob Timberman	Sue Drinen	Garrett Hall
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3. Administrative Remarks:

Chairman Drinen advised the board he spoke with Gary Pearce, from the Pinewood Country Club, about the lot and their board has not discussed it yet. They have a board meeting this coming Monday and have made the topic a top priority.

4. APPROVAL OF MINUTES OF MEETING: October 18, 2022

Chairman Drinen asked the board members if they have any corrections to last month's meeting minutes. There were no corrections presented. Chairman Drinen asked for a motion to approve the minutes as presented. Member Gulliver moved and Member Rose seconded. Motion was passed unanimously.

Aye Votes: Chairman Drinen, Clerk Timberman, Member Gulliver, Member Barnes, Member Rose.

5. DISCUSSION AND VOTE: APPROVAL OF 2022 AUDIT

Chief Tope advised at the last board meeting we reviewed the 2022 audit, which included a presentation from Hinton Burdick. He requested the board to vote and approve the audit.

Chairman Drinen asked for a motion to approve the 2022 audit as presented. Member Rose moved and Member Barnes seconded. Motion was passed unanimously.

Aye Votes: Chairman Drinen, Clerk Timberman, Member Gulliver, Member Barnes, Member Rose.

6. CORRESPONDENCE

Office Manager, Tammy Pugh advised there were no correspondences.

7. FINANCIAL REPORTS: Review and discussion of October expenditures as presented

Chief Tope said that we are 33.3% through the fiscal year and the expense categories are as follows: Property Taxes is above at 38.72%, Gross Profit is at 29.37% and Carry-Over is at 52.3%, 1000 HR salaries and Overtime is at 33.85% and HR Benefits at 31.98%, 2000 Physical Resources is at 16.24%, 3000 Operational Expenses is at 29.49% and Capital Expenditures is at 4.88% leaving the total expenditures for the fiscal year at 25.42%.

8. OFFICE MANAGER'S REPORT: Financial and run log comparison exception reports

Office Manager Pugh advised that Fire Recovery received just over \$1,800 in ambulance revenue for the month of October. We collected \$0 in ambulance collections and \$0 from Wildland-Bear Jaw. She continued to advise we collected approximately \$1900 in vehicle stabilization for the month of October and still have approximately \$40,000 outstanding invoices with Fire Recovery.

Office Manager Pugh advised we are no longer receiving statements from AERO as we are not contracted with them, but payments are still coming in. She advised the board she will continue to add these payments to her spreadsheet and present at each board meeting. For the month of October, we received approximately \$3600. Chief Tope reviewed the run log and explained that numbers were incorrect for calls for service from previous months. Office Manager Pugh provided the board with an updated spreadsheet that accurately displayed the correct calls for service beginning June 2022.

9. CHIEF'S REPORT:

Chief Tope advised the board that there a few events coming up. Community Watch is happening this Wednesday, November 16th at 1830. Santa visits are scheduled for Saturday, December 3rd.

A. Response exception reports

Chief Tope advised calls for services are average, but crews are responding to more serious accidents on the highway. Construction on the highway should be cleared up by the end of the month.

B. Update on legislative issues

Chief Tope advised Securis was awarded a grant to assist with cancer screenings for Fire Fighters over the age of 40.

Chief Tope advised prop 446 passed with a 68% yes vote, but prop 310 did not pass by 77,000 votes throughout Arizona.

C. Operational report

Chief Tope advised we are still working on our strategic planning. He continued to advise the board that Casey Welsh has officially resigned as of November 6, 2022. He finished by stating we are still waiting on our grant equipment to arrive.

10. DISCUSSION AND VOTE: Resolution 2022-03 Annexation of Drinkwater property

Chief Tope gave an overview of the property to the board. He showed the board where the property was located on a map and advised them, they have no water on the property. Homeowners plan to drill a well in the future, as well as put large water tanks on the property. Chief Tope advised the board he has spoken to the homeowners directly and they have a full understanding that the annexation of their property will not pass until they have an adequate water supply. Homeowners are aware once they have the water supply on their property, they can resend the letter for approval.

Chairman Drinen asked for a motion to approve Resolution 2022-03 as presented. Member Gulliver moved and Member Rose seconded.

Nay Votes: Chairman Drinen, Clerk Timberman, Member Gulliver, Member Barnes, Member Rose.
Unanimous vote to reject Resolution 2022-03.

11. DISCUSSION: G. Hall

Chairman Drinen asked for a motion to go into executive session under A.R.S # 38-431.03(A)(1). Member Barnes moved and Member Rose seconded. Motion was passed unanimously.

Aye Votes: Chairman Drinen, Clerk Timberman, Member Gulliver, Member Barnes, Member Rose.

Chief Tope was asked to stay in during the executive session.

Meeting came back to session and Garrett Hall was given the opportunity to express his reasoning for writing a letter to the board.

Chairman Drinen asked for a motion to table the matter until after Garrett Hall's, December 22, 2022 hearing with the industrial commission. Member Gulliver moved and Member Rose seconded. Motion was passed unanimously.

Aye Votes: Chairman Drinen, Clerk Timberman, Member Gulliver, Member Barnes, Member Rose.

11. Call to the Public:

Chairman Drinen mentioned he believes we have such an outstanding Fire Department, from our Chief, Office Manager to our Fire Fighters and Paramedics. The citizens of Munds Parks appreciate the hard work this department puts forth and it makes Chairman Drinen very proud.

Bob Timberman asked Chief Tope about using tanks off Sheep Springs as a water supply. Chief Tope advised we don't like using tanks as the trucks have to suck the water through and it leaves sediments behind.

The meeting was adjourned at 3:40 P.M.

Next Meeting: December 20, 2022, at 3 P.M.

Respectfully submitted by


(Clerk of the Board, Barbara Timberman)