

**MINUTES
SUN CITY FIRE DISTRICT
REGULAR BOARD MEETING
TUESDAY, NOVEMBER 15, 2022
9:30 A.M.**

CALL TO ORDER: Chairman Tim Wilmes

ROLL CALL:

Members Present: Tim Wilmes Phil LaBarbera, David VanderNaalt, Stephen Arnold

Members Absent:

Staff: Acting Fire Chief Rob Schmitz, Deputy Chief Jason Casey, Fire Marshal Jim Fox, Assistant Fire Marshal Kenny Kovac, Finance Director Gabe Buldra, Office Manager Lisa Neubert

INVOCATION

I. CONSENT AGENDA ITEMS FOR CONSIDERATION AND APPROVAL

A. Board member Phil LaBarbera made a motion to approve the consent agenda item which was the Board of Directors Board Meeting Minutes for October 25, 2022. Board member David VanderNaalt seconded the motion. The board voted unanimously to approve the consent agenda item. (M: Phil LaBarbera/David VanderNaalt; Ayes: Tim Wilmes, Phil LaBarbera, David VanderNaalt, Stephen Arnold. Nays: None)

II. CORRESPONDENCE AND SPECIAL RECOGNITION

A. There was no correspondence received.

B. Chief Schmitz reported that Wendy Nolte had been hired as a part-time administrative clerk on October 31, 2022.

C. Chief Schmitz recognized the October service anniversaries as follows: Captain Brian Sapp and Engineer Rodney Bebee for 14 years of service; Administrative

Clerk Cindy McCloe for 4 years of service; EMS Paramedic Travis Marano for 1 year of service, Mechanic Izacc Ramos for 1 year of service.

D. Captain Steve Roe retired on October 25, 2022, with 25 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 October 2022. Board member Stephen Arnold made a motion to accept the October 2022 financial report. Board member David VanderNaalt seconded the motion. The board voted unanimously to accept the finance report for the month of October 2022. (M: Steve Arnold; S: David VanderNaalt; Vote – Aye: Tim Wilmes, Phil LaBarbera, David VanderNaalt, Stephen Arnold. Nay: None).
2. Finance Director Gabe Buldra gave an update on the PSPRS contingency fund with respect to the current rate of return. Currently the funds are being held in a county account. He reported that moving money to Charles Schwab to be invested in laddered certificate of deposit accounts (CDs) would yield a better rate of return than the current investment option at the county. Mr. Buldra suggested that the board should consider and possibly act on moving \$5 million from this account to laddered CDs at Charles Schwab. Board member Stephen Arnold made a motion to move \$5 million from the PSPRS contingency fund currently being held in a county account to laddered CDs at Charles Schwab. Board member David VanderNaalt seconded the motion. The board voted unanimously to move \$5 million from the PSPRS contingency fund currently being held in a county account to laddered CDs at Charles Schwab. (M: Steve Arnold; S: David VanderNaalt; Vote – Aye: Tim Wilmes, Phil LaBarbera, David VanderNaalt, Stephen Arnold. Nay: None).

B. Legal and Insurance

1. There was no PSPRS/Prop 207 report.
2. Acting Chief Schmitz presented the renewal agreement of the Regional Metropolitan Phoenix Automatic Aid Agreement for approval. Board member Stephen Arnold made a motion to approve the renewal agreement of the Regional Metropolitan Phoenix Automatic Aid Agreement. Board member David VanderNaalt seconded the motion. The board voted unanimously to approve the renewal agreement of the Regional Metropolitan Phoenix Automatic Aid Agreement. (M: Steve Arnold; S: David VanderNaalt; Vote –

Aye: Tim Wilmes, Phil LaBarbera, David VanderNaalt, Stephen Arnold. Nay: None).

3. Acting Chief Schmitz reported that the district has been served notice of claim by a person who tripped on the sidewalk in front of FS132. This property area is a right-of-way easement, and the sidewalk is maintained by Maricopa County. Board member Arnold asked that an inspection of the sidewalk and our parking lot be done proactively on a regular basis to prevent injuries and/or accidents.

C. Fire Department Operations

1. The report for fire department operations was given for October 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 October 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. Matt Schall and Taylor Marquez have completed paramedic school and are now functioning as paramedics for the department.
 - ii. Chris Marin and Ana Estrada have finished National Registry prep week and took their NREMT exam this past weekend. They will graduate on November 18th.
 - iii. Lucas training has been completed. A 60-day trial of the device is underway.
 - iv. EMS manager Rebecca Haro retired on October 27th.

E. Resource Management

1. Chief Schmitz reported the following for fleet/apparatus:
 - a. LT131 continues to sit at FS133 out of service due to a bad ECM and harness. We were able to purchase a new ECM but are having difficulty with the harness and electrical components.
 - b. Sutphen has L131 on October 29th and is currently in the process of replacing all hydraulic, electrical, and programming modules for the

aerial platform. They have already added a roof mounted A/C to this unit and are on track to have the project completed in a month.

- c. Sutphen states that our new Sutphen pumper in production is still projected to be completed in May 2023.
 - d. We received updated specs and quotes from Rosenbauer for a semi-custom General Chassis Ladder Tender. The apparatus committee is in the final review process but is looking to commit as they're expecting a 15% increase in December.
 - e. The new Medix ambulance has a minor paint defect and interior cabinet door issue that we're working with the manufacturer on for a solution.
 - f. We continue to cycle our fire apparatus through Cummins for issues being caused by the "clean" exhaust systems. E133 was completed the week of November 1st and E132 is currently being addressed
2. Chief Schmitz reported the following for buildings/facilities:
- a. The Plymovent exhaust motor at FS132 failed and is in the process of being replaced.
 - b. We continue to work with Glendale Roofing on reoccurring issues at FS132. In addition, we're working on quotes to reseal other sections of the roof which are no longer under warranty.
 - c. Replacement parts for the bay door at FS133 have finally been delivered. Installation is scheduled for the week of November 14th.

F. Training/Professional Development

1. Firefighter Bradly Stockwell successfully completed his move-up engineer testing program in October. This adds him to the pool of available members qualified to drive and pump our engines.
2. Two members, Chief Holliday and Engineer Ashford, attended a 3-day Emergency Vehicle Operator Course at the Glendale Academy with our regional partners. This class was useful in preparing them to lead the rest of the department through our annual drivers' training course.
3. Two other members, Captain Murphy and Firefighter Schall, attended a 1-day course for Personal Protective Equipment inspection. This qualified them under NFPA 1581 to help inspect our members' gear. The training was led by Arizona PPE, who we have also partnered with to do annual inspections and repairs of our turnouts.

G. Administrative/Special Projects

- 1. Chief Schmitz reported that ESCI has assigned team members to our project. They will have their kick-off meeting the week of November 21st and a kick-off meeting with our team members the week after Thanksgiving. There will be a site visit in January 2023 and projected completion is estimated to take approximately 150 days. Completion is estimated in late May 2023.**

H. Public Education/Community Outreach

- 1. There were no volunteer service anniversaries.**
- 2. Prevention volunteer hours summary.**
 - a. The summary of prevention hours for volunteers was presented for October 2022. The total number of volunteer hours was 135.**
- 3. Community relations program report.**
 - a. The report for Community Outreach program was given for October 2022. There was a total of 395 citizens served for October. Installations of lock boxes are scheduled through the end of November 2022.**
- 4. There were two community events for the month of October 2022.**
- 5. The volunteer inspection summary report was given for the month of October. There was a total of 116 inspections completed.**

I. Fire Prevention

- 1. The construction inspection summary report was given for the month of October. There was a total of 19 inspections completed.**
- 2. Permits issued and revenue report.**
 - a. The permit and revenue report were presented for October. There were 7 permits with a revenue of \$10,542.60.**
- 3. Fire investigation reports.**
 - a. The fire investigation report was given for October. There as one formal fire investigation 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.**

5. There was an update on the ongoing projects in Youngtown. There are currently five large community projects in Youngtown.

IV. UNFINISHED BUSINESS

- A. There was no unfinished business.

V. EXECUTIVE SESSION

- A. There was no executive session.

VI. NEW BUSINESS/FUTURE AGENDA ITEMS

- A. Chairman Wilmes stated that during his tenure as chairman he will not vote on matters needing board approval except in cases of a tie vote.

VII. PUBLIC COMMENTS

- A. Phil Griswold, Sun City Fire District Auxiliary chairman, gave an update on the auxiliary's fund-raising campaign. He read a few of the thank you notes that have been included with donations.

- B. There was no United Sun City Firefighters Association report.

B. NEXT GOVERNING BOARD MEETING

- A. The next Regular Board Meeting will be held on December 13, 2022, at 9:30 a.m. at the Sun City Fire Department Community Room located at 18602 N. 99th Avenue Sun City, AZ.

VIII. ADJOURNMENT

- A. Board member David VanderNaalt made a motion to adjourn the meeting at 10:55 a.m. Board member Phil LaBarbera seconded the motion. The board voted to adjourn the meeting at 10:55 a.m. (M: David VanderNaalt/S: Phil LaBarbera; Vote – Aye: Phil LaBarbera, Tim Wilmes, David VanderNaalt, Stephen Arnold. Nay: None)

FOR THE BOARD

Stephen Arnold
Clerk of the Board

SA/lbn