

Green Valley Fire District

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www.gvfire.org

Chuck Wunder, Fire Chief



Green Valley Fire District Board of Directors Meeting Headquarters/Training Center 1285 W. Camino Encanto, Green Valley, AZ May 25, 2022, at 9:00 A.M.

REGULAR BOARD MEETING MINUTES

CALL TO ORDER/ROLL CALL: Board Chair Tom Allen called the Regular Board Meeting to order at 0900 hours. Members of the Board that attended the meeting included: Board Chair Tom Allen, Board Clerk Mrs. Nancy Schuster, Mr. Jeff Jamieson, Mr. Bill Katzel and Mrs. Sandi Richey. See attached sign-in sheets for Green Valley Fire District staff, Green Valley Fire Corps, and members of the public present.

PLEDGE OF ALLEGIANCE: Tom Allen led the members of the Board and staff in the Pledge of Allegiance.

CALL TO THE PUBLIC: There were no members of the public present who wished to address the board.

CLERK'S REPORT: Board Clerk Nancy Schuster – Board Clerk Schuster presented the minutes from the Regular Meeting of April 27, 2022, and the Board Planning Meeting of May 19, 2022. Mr. Katzel made a motion to approve the minutes as presented. Mr. Jamieson seconded the motion. All were in favor, and the minutes were approved, (5-0).

LOCAL PENSION BOARD UPDATE: Jeff Jamieson- Mr. Jamieson advised the pension board did not meet in the month of April.

REPORTS AND CORRESPONDENCE

A. CHIEF'S REPORT: Chief Wunder

- 1. Employee/Community Recognition-** Chief Wunder presented Fire Corps volunteer Dennis Gose a pin of recognition for completing 1500 hours of volunteer service to GVFD. Chief Wunder thanked him for all the time he has invested as a Fire Corps volunteer.
- 2. Legislative Issues** – Chief Wunder informed that the fire District assistance tax bill is not a strong possibility to move forward and will most likely be postponed until next year.
- 3. GVFFA Meet & Confer Update** – Chief Wunder stated there was no meeting as Meet & Confer meetings are now bi-monthly.

4. **Administrative/Management Update** – Chief Wunder informed that Madison Aubuchon, HR coordinator is on maternity leave until August and that Admin Manager Bell and Ms. Montoya-Ramos are working hard picking up these extra responsibilities. Chief Wunder also mentioned that FF Brandi Bret is currently on light duty and working to help the admin team as well. Last, with the budget moving forward reporting requirements and payroll updates will be a focus of admin as the fiscal year closes out.
5. **Valley Emergency Communication Center (VECC) Update** – Chief Wunder informed that there were no updates this month for VECC.

B. OPERATIONS REPORT: Division Chief Kosiorowski

1. **Response Data-** Chief Kosiorowski filed a written report with response and transport data for the month of April. There were no questions. The complete report is on file.
2. **Nurse Practitioner Response Unit/ BLS** – Chief Kosiorowski filed a written report on the NP Program and BLS classes for the month of April. There were no questions, the complete report is on file.
3. **Training and Communications** – Chief Kosiorowski filed a written report on Training for the month of April. There were no questions. The complete report is on file.

C. FIRE PREVENTION: Fire Marshal Stiegleiter

1. **Potentials Report** – Fire Marshall Stiegleiter presented on the potential fire loss for the month of April. There were no potential or actual losses for April. The complete report is on file.
2. **Prevention Activities Report** – Fire Marshall Stiegleiter filed a written report on the inspections and activities for the month of April and shared those details during the presentation. New construction and inspection data were discussed. There were no questions. The complete report is on file.
3. **Construction Report** – Fire Marshall Stiegleiter filed a written report on new construction activities for the month of April and discussed updates on current construction projects.

D. COMMUNITY OUTREACH: Kevin McNichols for L.T Pratt

1. **Public Education Events-** Mr. Pratt filed a written report on Community Outreach and Fire Corps activities for the month of April, which was

presented by Kevin McNichols, Volunteer Coordinator. There were no questions. The complete report is on file.

2. I am G.V.F.D- There was no "I Am G.V.F.D" presentation for this month.

E. FINANCIAL UPDATE: Gabe Buldra –

1. March Financial Report- Mr. Buldra advised that for the month of March, tax-levy revenue was over budget by \$615,440, at \$2,425,921, budgeted at \$1,810,481. Non-tax levy revenue was over budget by \$52,851, at \$168,524, budgeted at \$115,673. Personnel expenses for the month were at \$666,025, which was under budget by \$46,295, budgeted at \$712,320. Buildings and Fleet were under budget this month by \$6,053, at \$52,853, budgeted at \$58,906. This month, Communications came in under budget by \$2,087, at \$10,793.00, budgeted at \$12,880. Managerial came in under budget by \$13,843, at \$53,094, budgeted at \$66,937. For the YTD expense percentages breakdown: Personnel is the largest at 83.0%, Communications is at 7.0%, OPS is at 5.0% and Managerial is at 5.0%. The District's cash position is at \$17,410,677, which is down from \$20,185,345 this time last year. The District's total debt is down by approximately \$2,596,999. Some questions from the Board members were asked and answered by Mr. Buldra. The complete report is on file. Mrs. Schuster made a motion to approve the financials as presented. Mr. Katzel seconded the motion. All were in favor, and the financials were approved, (5-0).

OLD BUSINESS- None

NEW BUSINESS –

A. Presentation on New Fire Station 152, and Discussion and Possible Action on GMP#1 for Purchase of Long Lead Items- Division Chief Joey Kosiorowski

CORE Construction provided a brief presentation to the Board on the new Fire Station 152 and Long Lead Items. CORE explained what Long Lead Items are and why it is important that the Board consider approving the request GMP # 1 to ensure the project remains on schedule.

Chief Kosiorowski also provided information to the Board, including a preliminary layout drawing of the building. Chief Kosiorowski re-emphasized the points CORE Construction had brought forth and answered various questions from the Board. Once questions were answered, Mr. Katzel

made a motion to approve GMP # 1 in the amount of \$1,553,416 to purchase long lead items for New Station 152, Mrs. Schuster seconded the motion. All were in favor and the motion passed, (5-0).

B. Discussion and Possible Action to Purchase 2022 Dodge Ram 3500 Ambulance from Braun Northwest. Total Price Including Equipment Not to Exceed \$220,000-Fire Chief Chuck Wunder

Chief Wunder presented information to the board on the motion to approve a request for the purchase of a 2022 Dodge Ram 3500 Ambulance from Braun Northwest including equipment, not to exceed \$220,000.00. There were no questions. Mrs. Schuster made a motion to approve, Mrs. Richey seconded the motion. All were in favor and the motion passed, (5-0).

C. Discussion and Possible action for the Training Site Agreement with Freeport McMoran-Division Chief Joey Kosiorowski

Chief Kosiorowski presented to the board information on a request to approve a Training Site Agreement with Freeport McMoran and authorize Chief Wunder to sign the agreement. The cost of the agreement would be \$10.00, and the Training Site would be utilized for various training operations. Mr. Katzel made a motion to approve, Mrs. Richey seconded the motion. All were in favor and the motion passed, (5-0).

D. Discussion and Possible Action on Resolution 2022-07; Annexation of the Ellis Residence in Stone House- Division Chief Joey Kosiorowski

Chief Kosiorowski presented Resolution 2022-07 a simple Annexation of the Ellis residence in Stone House. There were no questions. Mr. Katzel made a motion to approve, Mrs. Richey seconded the motion. All were in favor and the motion passed, (5-0).

E. Discussion and Possible Action on Resolution 2022-08; Election Resolution- Fire Chief Chuck Wunder

Chief Wunder presented Resolution 2022-08. A request to call for an election to be held on November 8, 2022, to fill two vacancies on the Green Valley Fire District Governing Board. Mrs. Schuster made a motion to approve, Mrs. Richey seconded the motion. All were in favor and the motion passed, (5-0).

F. Open Public Hearing of GVFD FY 2023 Budget- Fire Chief Chuck Wunder

Chief Wunder advised the board that GVFD has met the statutory posting requirement for the tentative budget. Per statutory requirements, a public

hearing must occur to offer time for public comment. Mr. Katzel made a motion to open the public hearing. Mrs. Richey seconded the motion. All were in favor, and the motion passed, (5-0.) The public hearing was open. There were no comments or questions during the public hearing.

G. Close Public Hearing for GVFD FY 2023 Budget- Fire Chief Chuck Wunder

With no questions or comments during the public hearing, Mr. Katzel made a motion to close the public hearing. Mrs. Schuster seconded the motion. All were in favor, and the motion passed, (5-0.)

H. Discussion and Possible Action on Resolution 2022-06, Adoption of GVFD FY 2023 Budget- Fire Chief Chuck Wunder

Chief Wunder requested Board approval for the GVFD FY 2023 budget. There were no questions. Mr. Katzel made a motion to approve Resolution 2022-06, FY 2023 Budget, in the amount of \$13,832,468 with a proposed mill rate of \$2.5299 and a bond debt service mill rate of \$0.1852, Mrs. Richey seconded the motion. All were in favor, and the motion passed, (5-0.)

Future Agenda Items: None

Announcements:

Regular Board Meeting: Wednesday, June 29, 2022, at 9:00 A.M. at the Green Valley Fire District Headquarters/Training Center, 1285 W. Camino Encanto Green Valley, AZ 85622.

ADJOURN

There being no further business, Board Chair Allen adjourned the meeting at 10:24 a.m.

Respectfully Submitted by:



Nancy Schuster, Board Clerk

Green Valley Fire District