

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
June 30, 2021 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: Mr. 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 Schuster – Board Clerk Schuster presented the minutes from the Regular Meeting of May 26, 2021, the Executive Session Meeting of May 26, 2021, and the Executive Session Meeting of June 16, 2021. Mr. Katzel made a motion to approve the minutes as presented. Mrs. Richey seconded the motion. All were in favor, and the minutes were approved, (5-0).

LOCAL PENSION BOARD UPDATE: Mrs. Richey- Mrs. Richey advised the Pension Board met on June 25, 2021, and approved Mike Hoyer's participation in the Drop. Engineer Hoyer has been with the District for over 20 years.

REPORTS AND CORRESPONDENCE

A. CHIEF'S REPORT: Chief Wunder –

- 1. Employee/Community Recognition-** Chief Wunder started by recognizing a few individuals for their hard work and dedication. Chief Wunder recognized Monica Bell for her customer service, positive attitude, and huge heart. Chief Wunder then recognized Captain TJ Lungren. He thanked Captain Lungren for his prompt actions and loyalty to the district. Chief Wunder stated there had been a possible cyber threat and with Captain Lungren's quick actions he was able to stop it and help prevent any threat in the future. Chief Wunder introduced Captain Jerry Lopez and Lisa Creager. Captain Lopez will be working as the Logistics Coordinator in the Administration office. Lisa Creager is the new Human Resources Manager at Drexel Heights Fire District and oversees Green Valley Fire District as well.

2. **Legislative Issues** – Chief Wunder stated the budget bills are being finalized and noted that the \$20 million to capitalize the Worker's Comp. risk pool was not approved.
3. **GVFFA Meet & Confer Update** – Chief Wunder stated during the last meeting, Meet and Confer approved the updated FY 2022 agreement, and discussed shared services. They also discussed policy changes as well as adjustment of the meeting schedule, which will be explained in more detail in new agenda item B.
4. **Administrative/Management Update** – Chief Wunder stated the District has started the testing process for the upcoming academy. There were 91 total applicants. Green Valley plans on hiring 8, Drexel Heights plans on hiring 3 and there will be 1 from Tubac Fire. Chief Wunder made note that the District has hired Kevin McNichols for the part time position in Community Services for Volunteer Coordinator. Chief Wunder added that the District is in the process of payroll changes, there will be salary adjustment as well as a step increase. Chief Wunder wanted to thank Talia and Monica for their hard work on the Wildland billing, and getting those bills taken care of quickly and efficiently. The District is currently working on timelines for next year's budget to include strategic planning, wage analysis, and extended Board education training. Chief Wunder discussed the new 40-hour ambulance that will be starting on July 6. He wanted to make note that no units will come out of service, this will be an additional ambulance. Chief Wunder noted that the District is waiting on a 4.6-million-dollar transfer from the bond over to Chase Bank to pay off the loan.
5. **Valley Emergency Communication Center (VECC) Update** – Chief Wunder stated there was nothing new to report 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 May. 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. 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 May. Chief Kosiorowski touched base on a few drills that were done such as Engine Company drills and Swiftwater refresher. There were no questions. The complete report is on file.

C. FIRE PREVENTION: Fire Marshal Stiegleiter-

1. **Potentials Report** – Fire Marshal Stiegleiter stated there was no potential fire loss for the month of May. There were no questions. The complete report is on file.

2. **Prevention Activities Report** - Fire Marshal Stiegleiter filed a written report on the inspections and activities for the month of May. There were no questions. The complete report is on file.
3. **Construction Report** – Fire Marshal Stiegleiter filed a written report on the construction activities for the month of May with updates to the Sahuarita Food Bank, Delta Dental as well as Commerce Bank and Apex Physical Therapy. There were no questions. The complete report is on file.

D. COMMUNITY OUTREACH: Division Chief Kosiorowski 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 May which Chief Kosiorowski presented. There were no questions. The complete report is on file.
2. **I am G.V.F.D-** Chief Kosiorowski introduced probationary Firefighter Taylor Reynaga, who gave an “I am GVFD” presentation for those in attendance.

E. FINANCIAL UPDATE: Gabe Buldra –

1. **May Financial Report-** Mr. Buldra advised that for the month of May, tax-levy revenue was under budget by \$561,785.00, at \$448,597.00, budgeted at \$1,010,382.00. Non-tax levy revenue was over budget by \$19,901.00, at \$133,699.00, budgeted at \$113,798.00. Personnel expenses for the month were at \$631,988.00, which was under budget by \$63,763.00, budgeted at \$695,751.00. Buildings and Fleet were under budget this month by \$16,968.00, at \$33,340.00, budgeted at \$50,308.00. This month, Communications came in over budget by \$8,410.00, at \$21,613.00, budgeted at \$13,203.00. Managerial came in over budget by \$43,412.00, at \$87,083.00, budgeted at \$43,671.00. From a YTD perspective, total revenues are at \$13,120,590.00, which puts us over budget by \$867,748.00, budgeted at \$12,252,842.00. For the YTD expense percentages breakdown: Personnel is the largest at 79.0%, Communications is at 9.0%, OPS is at 6.0% and Managerial is at 6.0%. The District's cash position is at \$19,647,666.00, which is up from \$ 6,331,695.00 this time last year. The District's total debt is up by approximately \$12,361,000.00. There were no questions. The complete report is on file. Mr. Katzel made a motion to approve the financials as presented. Mr. Jamieson seconded the motion. All were in favor, and the financials were approved, (5-0).

OLD BUSINESS- None

NEW BUSINESS –

A. Discussion and Possible Action on Amending Purchase Agreement for Real Property- Fire Chief Chuck Wunder

Chief Wunder stated the settlement for the easement on the property is taking longer than expected which will push the District out of inspection period. The agreement presented will extend the inspection period for the property. Mr. Katzel made a motion to approve amending the purchase agreement for real property. Mrs. Schuster seconded the motion. All were in favor, and the motion passed, (5-0).

B. Discussion and Possible Action to Approve Resolution 2021-08, a Meet and Confer Agreement Between Green Valley Fire District and IAFF Local 4125- Fire Chief Chuck Wunder and Association President Beckel

Chief Wunder stated Resolution 2021-08 is an extension of the current agreement already set in place. He stated the only change is altering the meeting schedule from monthly to bi-monthly or as needed. Mr. Katzel made a motion to approve Resolution 2021-08. Mrs. Schuster seconded the motion. All were in favor, and the motion passed, (5-0).

C. Discussion and Possible Action on the Purchase of a new Rescue Unit- Division Chief Joey Kosiorowski

Chief Kosiorowski briefly discussed the purchasing of a 2022 Dodge Ram to replace LT 151, a light duty rescue truck, in the amount of \$154,143.00. Chief Kosiorowski noted this will be a direct replacement that will take roughly a year to receive. Mr. Katzel made a motion to approve the purchase of a new rescue unit as presented. Mrs. Richey seconded the motion. All were in favor, and the motion passed, (5-0).

D. Discussion and Possible Action on the Purchase of a new Ambulance- Division Chief Joey Kosiorowski

Chief Kosiorowski briefly discussed the purchasing of a 2021 Dodge Ram as a backup ambulance in the amount of \$170,674.00. Chief Kosiorowski stated the chassis has already been built and the plan is to have the ambulance by the end of the calendar year. Mr. Katzel made a motion to approve the purchase of a new ambulance as presented. Mrs. Richey seconded the motion. All were in favor, and the motion passed, (5-0).

E. Discussion and Possible Action on Proposed Changes to the Green Valley Fire District Personnel Policies: EB103, EB 103A, and EB106 - Admin Manager Talia Carey

Ms. Carey touched on the proposed changes to sick leave, earned paid sick time as well as personal leave of absence. She stated there was no substantive changes to the policies, just recommended changes for clarity and proper grammar, that management had discussed with labor previously. Mr. Katzel made a motion to approve the proposed changes to

the Green Valley Fire District Personnel Policies: EB 103, EB103A and EB106. Mrs. Schuster seconded the motion. All were in favor, and the motion passed, (5-0).

F. Open Public Hearing of GVFD FY 2022 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. There were no comment or questions during the public hearing. 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.)

G. Close Public Close Public Hearing for GVFD FY 2022 Budget- Fire Chief Chuck Wunder

Chief Wunder stated since there were no questions or comments, the Board could close the public hearing for the GVFD FY 2022 budget. Mr. Katzel made a motion to approve the public hearing closure. Mrs. Schuster seconded the motion. All were in favor, and the motion passed, (5-0.)

H. Discussion and Possible Ratification of GVFD FY 2022 Budget- Fire Chief Chuck Wunder

Chief Wunder requested Board approval for the GVFD FY 2022 budget. There were no questions. Mr. Katzel made a motion to approve Resolution 2021-09, FY 2022 Budget, in the amount of \$13,262,992 with a proposed mil rate of \$2.5299 and a bond debt service mil rate of \$0.1951. Mrs. Schuster seconded the motion. All were in favor, and the motion passed, (5-0.)

I. Discussion and Possible Action on Approval of Resolution 2021-010; FY 2022 PSPRS Pension Funding Policy- Fire Chief Chuck Wunder

Chief Wunder presented Resolution 2021-10, requesting approval for the Pension Funding Policy. Mr. Katzel made a motion to approve Resolution 2021-010. Mrs. Richey seconded the motion. All were in favor, and the motion passed, (5-0).

J. Discussion and Possible Action to Direct the Fire Chief to Cast an Election Ballot in the Arizona Fire District Association Election- Fire Chief Chuck Wunder

Chief Wunder stated the AFDA, and AFCA summer meeting is coming up in July and there will be three new director positions coming available for the Board of Directors of AFDA. Chief Wunder stated he is requesting to represent GVFD for the Districts vote on those positions. Mr. Katzel made a motion to approve the Fire Chief to cast an election ballot in the Arizona Fire District Association Election. Mr. Jamieson seconded the motion. All were in favor and the motion passed, (5-0).

Executive Session- The Fire District may conduct an Executive Session on any agenda item(s) set forth, pursuant to A.R.S. 38-431.03(A)

1. For discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee, or employee of any public body, except that, with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee, or employee with written notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee, or employee to determine whether the discussion or consideration should occur at a public meeting.

A. Discussion Regarding Fire Chief's Performance Evaluation

There will be no action taken during Executive Session.

Mr. Katzel made a motion to move into Executive Session for discussion of employment. Mrs. Richey seconded the motion. All were in favor, (5-0). The regular board meeting went into recess, for an executive session at 9:38 A.M

The Regular Board Meeting was reconvened at 11:08 A.M.

K. Discussion and Possible Action Regarding Fire Chief's Performance Evaluation- Board Chair Tom Allen

Mr. Katzel made a motion to approve a salary increase in the amount of \$3200.00 for Chief Wunder. Mrs. Schuster seconded the motion. All were in favor and the motion passed, (5-0).

Future Agenda Items: None

Announcements:

Regular Board Meeting: Wednesday, July 28, 2021 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 11:10 A.M.

Respectfully Submitted by:



Nancy Schuster, Board Clerk

Green Valley Fire District