

Green Valley Fire District

1285 West Camino Encanto
Green Valley, Arizona 85622-8222
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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 November 25, 2020 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 or logged in to the meeting who wished to address the Board.

CLERK'S REPORT: Board Clerk Schuster – Board Clerk Schuster presented the minutes from the Regular Meeting of October 28, 2020 and the Special Meeting of November 18, 2020 for approval. Mr. Katzel made a motion to approve the minutes as presented. Mr. Allen seconded the motion. All were in favor, and the minutes were approved, (5-0).

LOCAL PENSION BOARD UPDATE: Mrs. Richey- Mrs. Richey advised there was no pension meeting in October, therefore there was no update.

REPORTS AND CORRESPONDENCE

A. CHIEF'S REPORT: Chief Wunder –

- 1. Employee/Community Recognition-** Chief Wunder recognized TCR Solutions employee Keve Smith for his outstanding IT work with the District. Keve is consistently going above and beyond to assist GVFD and always has a positive attitude. Chief Wunder thanked him publicly and presented him with a token of GVFD's appreciation.
- 2. Legislative Issues** – Chief Wunder stated the Pima Fire Chiefs Association met yesterday, 11/24/2020, and one of the topics was Prop. 207 and how it will impact Fire Districts and their employees. Chief Wunder stated AFDA will be coming out with a draft policy in the coming month regarding this concern.
- 3. GVFFA Meet & Confer Update** – Chief Wunder advised there was no meeting in October.

4. **Administrative/Management Update** – Chief Wunder stated there was nothing new to report since last week's Special Board meeting.
5. **Valley Emergency Communication Center (VECC) Update** – Chief Wunder stated there was nothing new to report since last week's Special Board meeting.

B. OPERATIONS REPORT: Division Chief Kosiorowski-

1. **Response Data** – Chief Kosiorowski filed a written report, with response and transport data for the month of October. 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 stating the District has not opened for public classes. Chief Kosiorowski stated there will be some BLS classes for employees who need to recertify in December. 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 October. There were no questions, the complete report is on file.

C. FIRE PREVENTION: Fire Marshal Stiegleiter-

1. **Potentials Report** – Fire Marshal Stiegleiter filed a written report on the potential fire losses for the month of October. 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 October, stating there were still a few reinspection's happening in Green Valley. 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 October. There were no questions. The complete report is on file.

D. COMMUNITY OUTREACH: L.T. Pratt-

1. **Public Education Events-** Mr. Pratt filed a written report on Community Outreach and Fire Corps activities for the month of October. Mr. Pratt went into detail about the photos he presented. Mr. Pratt stated there was a CERT meeting where they had a small training on staying prepared with COVID. Mr. Allen asked about the Fire Corps teleconference meeting that took place, which Mr. Pratt and Chief Wunder addressed. There were no further questions. The complete report is on file.

E. FINANCIAL UPDATE: Gabe Buldra –

- 1. August Financial Report-** Mr. Buldra advised that for the month of October, tax-levy revenue was over budget by \$1,053,571.00, at \$3,496,693.00, budgeted at \$2,443,122.00. Non-tax levy revenue was over budget by \$297,152.00, at \$426,850.00, budgeted at \$129,698.00. Personnel expenses for the month were at \$1,015,325.00, which was over budget by \$52,856.00, budgeted at \$962,469.00. Buildings and Fleet were over budget this month by \$750.00, at \$51,058.00, budgeted at \$50,308.00. This month, Communications came in over budget by \$5,122.00, at \$18,326.00, budgeted at \$13,203.00. Managerial came in under budget by \$15,557.00, at \$58,984.00, budgeted at \$74,540.00. From a YTD perspective, total revenues are at \$6,279,964.00, which puts us over budget by \$1,499,597.00, budgeted at \$4,780,367.00. For the YTD expense percentages breakdown: Personnel is the largest at 79.0%, Communications is at 11.0%, OPS is at 5.0% and Managerial is at 5.0%. The District's cash position is at \$8,285,561.00, which is up from \$ 6,952,103.00 this time last year. The District's total debt is down by approximately \$560,000.00. There were no questions. The complete report is on file. Mr. Katzel made a motion to accept the financials and Mr. Allen seconded the motion. All were in favor, and the financials were approved, (5-0).

OLD BUSINESS- None

NEW BUSINESS –

A. Swearing in of Board Members- Jeff Jamieson, Sandi Richey, and Nancy Schuster- Chief Wunder

Chief Wunder swore in Board members Jeff Jamieson, Sandi Richey, and Nancy Schuster.

B. Discussion and Possible Action on AFG Radio Grant 10% Match- Chief Wunder

Chief Wunder discussed the AFG Radio Grant and how it will supply radios to Fire Districts across Pima County. Chief Wunder stated the District will be required to match 10% of the Grant, which will be roughly \$23,000. Mr. Allen made a motion to approve the AFG Radio Grant as presented. Mr. Jamieson seconded the motion. All were in favor, and the AFG Radio Grant was approved, (5-0).

C. Discussion and Possible Action to Contract with M. Bernstein Real Estate Appraisals for Appraisal of Real Property. - Chief Wunder

Chief Wunder requested the Board approve a contract for M. Bernstein to become the appraiser for the property the District is looking to purchase.

Chief Wunder also advised that he had contacted a few other companies for the appraisals of real property and M. Bernstein gave the best quote as well as the quickest turn around. Chief Wunder stated once the contract is signed there will be a four-week turnaround time. Mr. Katzel made a motion to approve the contract with M. Bernstein Real Estate Appraisals as presented. Mr. Allen seconded the motion. All were in favor and the contract was approved, (5-0).

D. Executive Session- Pursuant to A.R.S. § 38-431.03(A)(7) Discussion or consultations with designated representatives of the public body in order to consider its position or instruct its representatives regarding negotiations for the purchase, sale, or lease of real property- Chief Wunder

1. Discussion regarding purchase of real property.
There will be no action taken during Executive Session.
Mr. Katzel made a motion to move into Executive Session to discuss the purchase, sale, or lease of real property. Mrs. Schuster seconded the motion. All were in favor, (5-0). The regular board meeting went into recess, for an executive session at 9:28 A.M.

The Regular Board Meeting was reconvened at 9:50 A.M

Future Agenda Items: None

Announcements:

Regular Board Meeting: Wednesday, December 16, 2020 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 9:51 A.M.

Respectfully Submitted by:

Virtual-Goto meeting

Nancy Schuster, Board Clerk

Green Valley Fire District