



## TIMBER MESA FIRE AND MEDICAL DISTRICT

The regular session of the Timber Mesa Fire and Medical District was convened on January 24, 2022, at approximately 3:00 pm at the Timber Mesa Fire and Medical District Administration Building, located at 3561 East Deuce of Clubs, Show Low, AZ 85901.

### BOARD MEETING

1. **CALL TO ORDER** Chair Amy Kay called the meeting to order at approximately 3:00 pm.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL OF BOARD MEMBERS** – Chair Amy Kay, Clerk Lynn Browne-Wagner, Member Jamie Adams, and Member Dennis Hughes.
4. **APPROVAL OF MINUTES**  
Regular Session of December 20, 2021

Member Dennis Hughes motioned to approve the Regular Session minutes from December 20, 2021, as written and Clerk Lynn Browne-Wagner seconded the motion. The vote was unanimous, and the motion carried.

5. **CALL TO THE PUBLIC**  
None
6. **EMPLOYEE RECOGNITION**
  - A. Separation of Service Cory Lakosky (Facilities Maintenance)
  - B. Separation of Service Firefighter Kurt Hamling
  - C. Separation of Service Firefighter Blake Pelsue
  - D. Separation of Service Firefighter Derek Daley
7. **REPORTS AND CORRESPONDENCE**
  - A. Fire Board Report – Chair Amy Kay gave a report on the AFCA conference she attended in Tucson.
  - B. Fire Chief's Report – Report included in the packet. Member Dennis Hughes asked about the plane crash. Chief Savage gave an update. He said Timber Mesa crews responded quickly and secured the scene. During the after action review several areas for improvement were identified including enhanced communication with the airport and air traffic during the incident, access to areas surrounding the airport, etc. Chief Livermore and his staff are working with the Airport staff on the concerns.

- C. Administrative Services Report – Report included in the packet. Chief Chevalier attended the AFDA conference also and said it was a good conference. Attendance was a little low due to COVID.
- D. Operations, Medical Services and Training Report – Report included in the packet. Chief Livermore informed the Board that the total 2021 numbers were included in this month report and that the request from Member Jamie Adams for additional data would begin in 2022. Member Dennis Hughes asked about Item #6 on the Medical Services Summary. Chief Livermore gave an update on the COVID impact and the discussion with Summit Healthcare Regional Medical Center.
- E. Logistic, Support Services and Fleet Maintenance report – Report included in the packet. Chief Wood informed the Board that the new ambulance had arrived and is currently being “outfitted”. Member Jamie Adams asked about the need for new ambulance. Chief Wood gave an update on the mileage, repairs, maintenance, age, etc. of the current fleet of ambulances. This new ambulance was purchased through a grant.
- F. Prevention and Community Risk Reduction report – Report included in the packet. No question from the Board. Member Jamie Adams asked about the very large residential home being built. Chief Russell said he is working with the town of Pinetop-Lakeside to resolve several fire code issues.

## 8. ANNOUNCEMENTS

None

## 9. BUSINESS

### A. Discussion and Possible Action: December 2021 Financial Reports

Mr. Gabe Buldra, Principal for James Vincent Group, presented the monthly financials for December 2021. He reviewed the key points which include the Revenue, Expenses and the Year-to-date Revenue and Expenses. The following were included in the board packet for review: Balance sheet, Summary of reconciled cash balances, Income Statement of Revenues and Expenditures, Capital Estimated vs. Actual expenses YTD, Income vs. Expenses graph, Monthly Disbursement report and 12-month cash flow. He reviewed the Key Points for the monthly revenue and expenses and the year-to-date revenue and expenses. Mr. Buldra said the Prop 207 money had been received. Member Dennis Hughes is happy with the numbers.

Member Dennis Hughes moved that we approve the financial reports for the month of December 2021 as presented, and Member Jamie Adams seconded the motion. The vote was unanimous, and the motion carried.

### B. Discussion and Possible Action: Purchase Agreement for Type 1 Ambulance

Chief Savage referred the members to the agreement in the packet. This is the third unit the District has purchased with the same specs. Member Jamie Adams asked if the ambulance was needed now or if the purchase could be postponed. Chief Savage gave an update on the current ambulances and the maintenance costs to keep them up and running. The older the apparatus the more time and money to maintain increases. He said yes there is a need now and that the District currently has the funds available for the purchase. Discussion ensued with the Board and Staff on the in-district and IFT usage of the ambulance fleet and the need to get ahead with new ambulances.

Member Dennis Hughes moved that we approve the Purchase Agreement for one 2022 Ford F-350 Medix Type 1 4x4 ambulance in the amount of \$188,114. Discussion ensued regarding the motion to include recommended language by legal counsel. Member Dennis Hughes amended his motion to I move that we approve the Purchase Agreement for one 2022 Ford F-350 Medic Type 1 4x4 ambulance in the amount of \$188,114, together with the addendum provided by legal counsel to accommodate the required statutory provisions. Further, management is here by authorized to approve any change orders necessary to complete the contemplated acquisition, and Chair Amy Kay seconded the motion. The vote was unanimous, and the motion carried.

**C. Discussion and Possible Action: Purchase Agreement for Type 1 Engine**

Chief Savage referred the members to the agreement in the packet and the recommendation from the apparatus committee. This purchase was prompted by the strategic plan and the replacement schedule. The finance packet would be provided to the Board at a future date. Chef Wood explained the bid process and the Rosenbauer selection. Discussion ensued amongst the Board and Staff regarding the age of the current engines, the funding and interest rates, and/or possible grants with Chief Savage explaining that a current grant can not be used to pay for a future purchase. There was a discussion on the recommended motion provided by legal counsel.

Member Jamie Adams moved that we approve the Purchase Agreement for one 2022 Rosenbauer Type 1 pumper in the amount of \$686,544.67 inclusive of sales tax and authorize staff to execute the purchase agreement and any other documents necessary thereto, together with the addendum provided by legal counsel to accommodate the required statutory provisions. Further, management is here by authorized to approve any change orders necessary to properly complete the contemplated acquisition, and Clerk Lynn Browne-Wagner seconded the motion. The vote was unanimous, and the motion carried.

**D. Discussion and Possible Action: Fire Chief's annual performance evaluation**

Chief Savage referred the Board to the current evaluation in the packet. In the past, the members have completed an evaluation and returned to the Chairperson who works with the Human Resources Coordinator to compile the final evaluation.

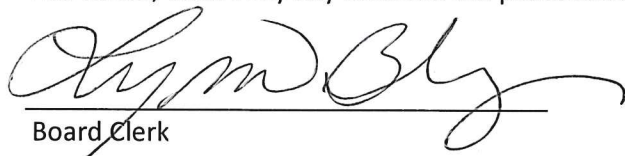
No motion required.

**10. NEW AGENDA ITEMS**

None

**11. ADJOURNMENT**

Thereafter, Chair Amy Kay declared the public session adjourned at approximately 3:38 pm.

  
Board Clerk

  
Date