



TUBAC FIRE DISTRICT

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TUBAC FIRE DISTRICT BOARD MEETING MINUTES
REGULAR MEETING OF THE BOARD OF DIRECTORS
August 26, 2020

1. Call to order and Pledge of Allegiance: The meeting was called to order at 1:30 p.m. by Mary Dahl. The Pledge of Allegiance was recited.
2. Roll call of Board Members: Board Members present telephonically were Mike Connelly, Candy Clancy, and Mary Dahl. Bill Kirkpatrick and Herb Wisdom were absent. In attendance at Station #1 were Deputy Chief Rivera, Deputy Chief Guerrero, Nancy Lindsey, and Gabe Buldra. Chief Horvath and Sara Simonton were in attendance telephonically.
3. Report from Board Members: Candy Clancy commented that she toured the modular at Station #1 and was very impressed.
4. Reading of public comments submitted via email: None
5. Correspondence: Thank you note received from Mt. Lemmon Fire thanking the TFD crews for helping with the Big Horn Fire.
6. Chair's Report: Mary Dahl reminded everyone about the importance of being counted for the census which will conclude at the end of September.
7. Chief and Staff Report: Chief Horvath presented the staff report. Chief Horvath informed the Board of the following: A) A check in the amount of \$15,000 was received from BCBS due to low claims filed by staff in the balance funding health insurance program; B) Notice was received from the County stating that no election would be required for the three open seats for the Tubac Fire District Board as there were only three qualified candidates: Mary Dahl, Bill Kirkpatrick and Pete Benequista; C) Tubac Fire sent a brush truck with 4 personnel to help battle the wildfires in California.
8. Monthly Financial Report for July 2020: Gabe Buldra presented the financial reports for the month of July 2020. Key points for the month:
 - A. Santa Cruz County revenue for July was \$15,104 which was \$746 over budget.
 - B. Non-Levy revenue was \$86,829 which was under budget by \$54,346.
 - C. Expenses for the month totaled \$463,812 which was over budget by \$40,312.

9. Consent Agenda

- A. Approval of minutes from July 29, 2020 regular meeting
- B. Approval of minutes from August 4, 2020 special meeting
- C. Approval of executive session minutes from July 29, 2020 and August 4, 2020
- D. Approval of monthly financial reports

Candy Clancy made a motion to approve the consent agenda and Mike Connelly seconded the motion; all were in favor, the motion passed.

10. Discussion and possible action to approve purchase of boots for suppression staff: Deputy Chief Ben Guerrero explained that the suppression staff needs new, better quality and NFPA 1971 approved structural firefighting boots and stated that the FY 20/21 budget included boot replacement in the amount of \$15,000. Mike Connelly asked when the boots are worn and where the purchase was included in the budget to which Ben replied that staff needs the boots not only for structural fires, but also hazmat calls, vehicle accidents and any calls in which they have to don their turnouts. Gabe added that the boot purchase was included in the general operational budget. Mike Connelly asked if this request for boots is really something we should do or just nice to have? Chief Horvath explained that some of the staff is wearing substandard rubber boots that are falling apart and need replacing. She went on to explain how upgrading to a leather, higher quality boot will also provide for a longer service life along with the ability to be re-soled if need be. Mary Dahl asked if the proposed motion to not exceed \$13,500 for the purchase of 30 pairs of boots would be met to which Ben replied that the quote from United Fire was \$13,156.28 which included tax and shipping and would not exceed the \$13,500. Candy Clancy made a motion to approve purchase of 30 pairs of Haix structural firefighting boots from United Fire at a not to exceed cost of \$13,500 and Mike Connelly seconded the motion; all were in favor, the motion passed.
11. Discussion and possible action to approve purchase of a fire hose tester: Deputy Chief Genaro Rivera explained to the Board that the fire hose tester the District currently uses is over 6 years old and that last year everything was done to keep it operational, but that it is no longer usable or serviceable. Mike Connelly asked if a Fire District were unable to afford a hose tester would that mean they are not meeting the NFPA standards to which Chief Rivera replied that the NFPA provides the recommended guidelines that Fire Districts strive to meet. It's important to make sure the hose on the truck is in good working condition for a fire as well as the added value of the hose testing for the ISO rating process. Chief Horvath explained that testing and maintenance of the equipment is no different than testing and training of the staff; it is needed to be operational, efficient and to meet standards. Mike Connelly stated that Board members cannot micromanage on suppression needs to which Chief Horvath thanked him. Candy Clancy made a motion to approve the purchase of the hose tester from United Fire Equipment in the amount of \$3,978.47 and Mike Connelly seconded the motion; all were in favor, the motion passed.
12. Discussion and possible action to approve purchase of a portable sanitizing system for District ambulances and fire stations: Deputy Chief Rivera explained that with the COVID-19 pandemic the District has researched and determined that purchasing sanitizing systems to be used at the stations as well as in the ambulances would help us to reduce the potential of spreading the virus. The District was awarded a grant from SAEMS in the amount of \$3,000 to offset the cost of one unit and a reimbursement request will be made through DEMA/FEMA to seek possible reimbursement for the second unit. Mike Connelly asked why the units are so expensive at \$3,995 each and why a home sprayer like he uses would not work just the same to which Chief Rivera replied that the units spray a Clorox-type disinfectant that adheres to all surfaces and is designed for electrostatic emission to not damage equipment. Chief Horvath explained that every time the District goes on a COVID-19 transport it takes between 1 – 1.5 hours to get that unit back in service upon return. The staff must manually spray the interior of the ambulance and wipe it down and with the Clorox sprayer no wipe down would need to be done and the unit would be back in service in 10-15 minutes. The Chief further explained that it cost the District \$500 to have ServPro disinfect a room and that grant funding between SAEMS and FEMA will cover approximately 75% of the cost of the two units. Mike Connelly made a motion to approve the purchase of two Clorox Total 360 sprayer from Waxie

Sanitary Supply in the amount of \$7,990 and Candy Clancy seconded the motion; all were in favor, the motion passed.

The Board convened to Executive Session.

The Board returned from Executive Session at 3:15 p.m.

13. Discussion and possible action regarding the potential sale of the District's Peck Canyon cell tower site The Board might convene into Executive Session regarding this item in accordance with A.R.S. § 38-431.03(A)(7) (allowing executive session for discussion or consultation with designated representatives of the District in order to consider the District's position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property) and/or A.R.S. § 38-431.03(A)(3) (allowing executive session for discussion or consultation for legal advice with the District's attorney) : No action taken.
14. Discussion and possible action regarding Chief Horvath's annual performance evaluation. The Board might convene into Executive Session regarding this item in accordance with A.R.S. § 38-431(A)(1) (allowing an executive session for the purpose of discussion or consideration of certain personnel matters) and/or A.R.S. § 38-431(A)(3) (allowing executive session for discussion or consultation for legal advice with the District's attorney): Mike Connelly made a motion to authorize Board Chairman Dahl to meet with Chief Horvath to discuss her performance evaluation and Candy Clancy seconded the motion; all were in favor, the motion passed.
15. Future Agenda Items: None
16. Next Meeting: September 30, 2020 at 1:30 pm
17. Adjourn Meeting: Mike Connelly made a motion to adjourn the meeting at 3:20 p.m. and Candy Clancy seconded the motion; all were in favor, the motion passed.