



TUBAC FIRE DISTRICT

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TUBAC FIRE DISTRICT BOARD MEETING MINUTES REGULAR MEETING OF THE BOARD OF DIRECTORS February 22, 2023

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: Herb Wisdom, Pete Benequista, Sandy Johnson, and Mary Dahl were present at Station #2. Rich Bohman attended via Zoom. Also, in attendance at Station #2 were Interim Chief Ben Guerrero, Deputy Chief Genaro Rivera, Acting Deputy Chief Hesly Guerrero, Captain Charlie Alvarez, and Bianca Hamric. Gabe Buldra attended via Zoom. Members of the public in attendance were Ron & Kathi Campana, Louis Chaboya, Torry Johnson, and Sidney Johnson.
3. New hire badge pinning: None
4. Report from Board Members: Rich Bohman commented that he hopes to attend the March meeting in person. Sandy Johnson requested that agenda item #18 be removed as it was not submitted in a timely manner for the meeting. Pete Benequista commented about a flat tire one of the ambulances experienced while on a transport and asked if the crews perform regular checks on the vehicles. He further explained that while in Green Valley he saw an ambulance with AMR and asked if maybe when Station #1 is under construction the District might consider contracting with them. Mr. Benequista also questioned the January payment of \$7,000 to Human Resource Strategies and asked why it had not been put before the Board for approval.
5. Reading of public comments submitted via email: None.
6. Call to the public: Kathi Campana stated her support for the Board moving forward with replacing Station #1. Torry Johnson commented about Attorney Coppersmith having attended the prior meeting via Zoom for three hours without making a comment and suggested the District and the Board use legal counsel wisely and as needed and further mentioned the Board's need to adhere to the By-laws. Louie Chaboya stated his support for Stations 3 & 4 and the importance of the coverage for the residents of Rio Rico. Charlie Alvarez informed the Board that the Tubac Firefighters support the appointment of Ben Guerrero as Fire Chief.
7. Correspondence: None
8. Chair's Report: Mary Dahl commented that she had attended Chief Horvath's open house retirement.
9. Chief and Staff Report: Deputy Chiefs' Genaro Rivera and Hesly Guerrero and Interim Chief Ben Guerrero provided the following to the Board:
 - An overview of the monthly staff report
 - Staff training
 - Wildland update
 - Administration update

10. Monthly Financial Report for January 2023: Gabe Buldra presented the financial reports for the month of January 2023.
11. Consent Agenda: Pete Benequista requested correction to a resident's name in the draft minutes. Herb Wisdom made a motion to approve the consent agenda and Sandy Johnson seconded the motion; all were in favor, the motion passed.
12. Discussion and information only regarding the Tubac Fire District FY 23/24 budget: Gabe Buldra provided an overview of the assessed valuation and the process in the upcoming months for the 23/24 budget.
13. Discussion and possible action to approve purchase of a new staff vehicle: Deputy Chief Rivera explained to the Board that it is in the capital budget plan in this year to replace two staff fleet vehicles and he further stated that due to continued supply chain issues in the vehicle market, inventory is limited, and it was difficult to receive the required three quotes from in state vendors. The one quote he received was for one vehicle from Larry Miller Dodge in the amount of \$67,917.47. Gabe Buldra interjected that the budget contained replacement for two vehicles in the amount of \$160,000 (\$80,000 per vehicle). Pete Benequista stated that the district needs to keep with the purchasing requirements of three bids for this capital purchase. Sandy Johnson asked if this could be researched further and brought back to the Board at the next meeting. Pete Benequista made a motion to table the purchase of the staff vehicle for the next meeting with the attempt to secure at least two more bids for similar vehicle not necessarily a Ram vehicle and Sandy Johnson seconded the motion; all were in favor, the motion passed.
14. Discussion and possible action to approve A/C replacement at Station #2: Deputy Chief Rivera explained that the A/C unit has not been replaced since 1994 and that this unit has developed some operation issues including a freon leak and a very noisy compressor. Pete Benequista made a motion to award replacement of the AC unit at Station #2 to Bustamante Refrigeration at a cost not to exceed \$7,300 and Rich and Herb seconded the motion; all were in favor, the motion passed.
15. Discussion and Possible Action to go into Executive Session pursuant to Arizona Revised Statutes §38-431.03(A)(1), for the purpose of discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of public officer, appointee, or employer of any public body re: Interim Fire Chief Benjamin Guerrero: Rich Bohman made a motion to go into executive session and Herb Wisdom seconded the motion; all were in favor, the motion passed.
16. Discussion and Possible Action to Extend an Offer of Employment as Fire Chief and authorize the Chairman to commence contract negotiations: Pete Benequista made a motion to appoint Interim Fire Chief Ben Guerrero as the Tubac Fire Chief for an initial period of 15 months commencing April 1, 2023, and direct the Chair to bring an employment contract to the Board for its consideration at the March 2023 regular board meeting and Sandy Johnson seconded the motion; all were in favor, the motion passed.
17. Discussion and possible action to approve formation of a committee to oversee the application process and acquisition of funding from the USDA Rural Development Community Funding Program: Sandy Johnson stated that he feels it is in the best interest of the District for a committee to be formed to oversee the application process for the USDA Rural Development Community Facilities Funding Program and acquire funding. Mary Dahl commented that any committee created by this Board becomes a public body and adherence to Arizona open meeting laws will be required. Mary further stated that creation of a committee could hamper the progress and

process that is at the administrative level needing only staff attention to fill out forms and continue with the application process. The Board may be called upon to make motions and approve resolutions moving forward, but at this time staff will be working with JVG and possibly with the attorney in completing the application. Rich Bohman requested that staff keep the Board updated monthly on the progress of the application process and after some discussion, Sandy Johnson agreed. Rich further asked that a progress report be sent to the Board members to outline what has transpired to date in the application process. No motion was made on this item.

18. Discussion and possible action to approve revised letter of agreement with WSM Architects: (Attorney Sam Coppersmith joined the meeting via Zoom) Mary explained that the agenda item was received late and that the Board had agreed to the Phase 1 process from WSM Architects at the last meeting. Sandy Johnson commented that putting this item on the agenda less than three days in advance to permit proper notice did not follow the By-laws. Attorney Coppersmith stated that Arizona statutes require 24-hour notice posting. Pete Benequista made a motion to approve the letter agreement with WSM Architects for Phase 1 design services for the Station 1 rebuild project in the amount of \$20,004 and Herb Wisdom seconded the motion. Rich Bohman commented that he feels the wording should say preliminary instead of phase 1. Pete Benequista and Herb Wisdom withdrew the former motion. New motion - Pete Benequista made a motion to approve the letter of agreement with WSM Architects dated February 22, 2023, for preliminary design services for the Station 1 rebuild project in the amount of \$20,004 with the understanding that this is preliminary work in support of the \$2 million grant acquisition and not be known as Phase 1 and Herb Wisdom seconded the motion; all were in favor, the motion passed.
19. Future Agenda Items: None
20. Next meeting: March 29, 2023, At 1:30 p.m.
21. Adjourn meeting: Herb Wisdom made a motion to adjourn the meeting at 4:05 and Sandy Johnson seconded the motion; all were in favor, the motion passed.