

Drexel Heights Fire District

5030 S. Camino Verde, Tucson, AZ 85735

Regular Board Meeting

January 25, 2019

I. Call to Order

Board Chair Bertrand called the meeting to order at 9:01 a.m.

II. Pledge of Allegiance

III. Roll Call

Board Members present: James Bertrand, Gary Bynum, Laura Dailey, Charles Mendonca and Charles Zang. With five Board Members attending, a quorum is established.

Board Members absent: None

Staff Members present: Douglas Chappell, Fire Chief / District Administrator; Laurie Dunham, Finance / Administrative Manager; Dane Crouse, Division Chief; and Dennis Stiegleiter, Fire Marshal.

IV. Approval of Meeting Minutes

Move to approve the minutes of the Regular Board Meeting of December 21, 2018 by Ms. Dailey, second by Mr. Mendonca, motion approved. (5-0)

V. Call to the Public – Comments and Questions

None

VI. Report from the Fire Chief

Chief Chappell provided a written report, which is hereby made a part of these minutes. Chief Chappell presented service awards for 2018. Those receiving award recognition were:

5 Years

Communications Specialist Margarita Valle
Communications Specialist Veronica Vientos
Firefighter/CEP Oscar Gomez

Doug Fink, Volunteer
Steve Stensel, Volunteer
Sue Stensel, Volunteer

10 Years

Firefighter/CEP Greg Bustamante
Firefighter/CEP Alan Hildenbrand
Firefighter/CEP Douglas Roop
Firefighter Alex Castro

Firefighter David Fox
Firefighter Nathan Hoyle
Firefighter Dan Martinez
Firefighter Lionell Salazar, Sr.

15 Years

Manager Laurie Dunham
Manager Tracy Koslowski
Battalion Chief Thomas Doubrava

Captain Conrad Hubele
Firefighter/CEP David Rimron
Firefighter Chad Bailey

20 years

Specialist Martha Hernandez
Firefighter/CEP Henry Molina
Firefighter Jim Werts

VII. Pending Business

- A. Discussion and possible action to approve the checks issued listing dated December 31, 2018, and the monthly financial report for the period ending December 31, 2018.

Mr. Bertrand asked what the payment of \$125,000.00 to Communications was for? Chief Chappell indicated it was the quarterly payment to the VECC for dispatch related services.

Move to approve the checks issued listing dated December 31, 2018, and the monthly financial report for the period ending December 31, 2018 by Mr. Bertrand, second by Mr. Bynum, motion approved. (5-0)

- B. Discussion and possible action to adopt Resolutions 2019 – 01, 2019 – 02 and 2019 -03, which authorize the annexation of Lots 6, 11 and 15, in the Vahalla Estates subdivision as described in the requests for annexation. Chief Chappell noted that the District annexed the majority of the Vahalla Estates subdivision in July, and that three additional lot owners have applied for annexation.

Move to adopt Resolutions 2019 – 01, 2019 - 02 and 2019 - 03, which authorize the annexation of Lots 6, 11 and 15, in the Vahalla Estates subdivision as described in the requests for annexation by Mr. Bertrand, second by Ms. Dailey, motion approved. (5-0)

- C. Discussion and possible action to authorize the Fire Chief to issue a purchase order for the necessary computer replacements and upgrades as scheduled in the FY 2019 Budget. Chief Chappell reported that Microsoft has notified the District that they will no longer support the version of Windows currently in use by the District for its desktop computers. Some of the existing equipment can be upgraded with the new software, while other desktop units will have to be replaced because they are not capable of accepting the new format. Chief Chappell further noted that the District's IT consulting firm will handle the entire process from purchase to installation with a total cost for the project of \$30,200.00.

Move to authorize the Fire Chief to issue a purchase order for the necessary computer replacements and upgrades as scheduled by Mr. Bertrand, second by Mr. Bynum, motion approved. (5-0)

- D. Discussion and possible action to authorize the Fire Chief to issue a purchase order for the purchase of a new 2018 Ford Transit van for use by the District's Fleet Services Coordinator. Chief Chappell indicated that the District has located an in-stock new 2018 Ford Transit van that meets the District's needs that has State purchasing pricing. Chief Chappell noted that the cost of the van is \$32,000.00.

Move to authorize the Fire Chief to issue a purchase order for the purchase of a new 2018 Ford Transit van by Mr. Bertrand, second by Mr. Mendonca, motion approved. (5-0)

- E. Discussion and possible action to adopt Resolution 2019 – 04 which authorizes the Board Chair and Clerk to execute an Intergovernmental Agreement with Pima County under the Community Development Block Grant Program for the District's Family Safety Program. Chief Chappell reported that the District applied for a grant under the Pima County Community Development Block Grant program to enable the District to continue the Family Safety Program in our community. Chief Chappell reported that the grant for this year totals \$11,560.00.

Move to adopt Resolution 2019 - 04 that authorizes the Board Chair and Clerk to execute an Intergovernmental Agreement with Pima County under the Community Development Block Grant Program for the District's Family Safety Program by Mr. Bertrand, second by Mr. Bynum, motion approved. (5-0)

- F. Discussion and possible action to adopt Resolution 2019 – 05 that authorizes District staff to submit a grant application for projects for consideration in Arizona’s 2020 Highway Safety Plan with the Governor’s Office of Highway Safety. Chief Chappell noted that the District has participated in this grant program over the years with the purchase of extrication equipment and public education programs such as car safety seats and bike helmets. Chief Chappell reported that this year, staff is once again interested in soliciting funds for a highway safety related project.

Move to adopt Resolution 2019 – 05 that authorizes District staff to submit a grant application for projects for consideration in Arizona’s 2020 Highway Safety Plan with the Governor’s Office of Highway Safety by Mr. Bertrand, second by Mr. Bynum, motion approved. (5-0)

VIII. Future Agenda Items

No items were offered by Board Members. Chief Chappell indicated that he would have a 9-1-1 IGA with Pima County ready.

Mr. Bertrand reminded Chief Chappell that the Board is interested in updates on the new Administration Center as it becomes available.

IX. Adjournment

Move to adjourn the meeting by Mr. Bertrand, second by Mr. Bynum, motion approved. (5-0) Mr. Bertrand adjourned the meeting at 9:23 a.m.

Submitted by: _____
Gary Bynum, Clerk of the Board

Next Scheduled Meeting: Friday, February 22, 2019, 9:00 a.m.
5030 S. Camino Verde, Tucson, AZ (Classroom)