

# ***Drexel Heights Fire District***

5030 S. Camino Verde, Tucson, AZ 85735

## Regular Board Meeting

July 26, 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.

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

IV. Approval of Meeting Minutes

***Move to approve the minutes of the Regular Board Meeting of June 28, 2019 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 presented a retirement plaque and 20 Year Service awards to Firefighter Maria Hawkes following a distinguished 20-year career.

Chief Chappell provided a written report, which hereby made part of these minutes. Chief Chappell had nothing to add to the report.

VII. Pending Business

- A. Discussion and possible action to approve the checks issued listing dated June 30, 2019, and the monthly financial report for the period ending June 30, 2019.

Ms. Dailey asked for clarification on several listings: *Yotes* is the printer support services contractor, *Progressive* performs roof repairs and a Petty Cash item for \$10 is for finger print check for a new employee.

***Move to approve the checks issued listing dated June 30, 2019, and the monthly financial report for the period ending June 30, 2019 by Mr. Bertrand, second by Mr. Bynum, motion approved. (5-0)***

- B. Discussion and possible action to authorize the Fire Chief to execute a Business Entry Agreement with Simply Bits for installation of communications infrastructure for the Prince Administration Center facility at 5950 S. Cardinal. Chief Chappell reported that as the internet and telephone service provider for the Prince Administration Center, Simply Bits would install equipment on and in the facility, and that to facilitate that process the District will need to grant them permission to access the facility for the equipment and service related visits.

***Move to authorize the Fire Chief to execute a Business Entry Agreement with Simply Bits by Mr. Bertrand, second by Ms. Dailey, motion approved. (5-0)***

- C. Discussion and possible action to authorize the Fire Chief to terminate three savings accounts with Wells Fargo Bank. N.A. Chief Chappell noted that the District opened several accounts starting in 2009 to allow the District to place funds in interest bearing accounts versus business checking accounts, which did not bear interest at the time. Chief Chappell reported that in the last year, all of our checking and savings accounts have been allowed to convert to interest bearing which causes the three accounts in question to become redundant.

***Move to authorize the Fire Chief to terminate three savings accounts with Wells Fargo Bank. N.A. by Mr. Bynum, second by Mr. Mendonca, motion approved. (5-0)***

- D. Discussion and possible action to authorize the issuance of a purchase order for the replacement of computer hardware. Chief Chappell indicated that the District did the first phase of the Windows 10 upgrade and replacement of our computer network systems earlier this year. Chief Chappell noted that the District is now ready to do the next phase, which includes workstation computer replacements and replacement of the Mobile Data Computer (MDC) units that are installed in response apparatus. Chief Chappell reported that the District has worked with our IT consultants to find the best option for the MDC units and we have now received the quote from our IT provider, Silverado. Chief Chappell noted that the total anticipated cost for this project is \$21,000.00 for workstations and \$60,000.00 for the MDC units.

***Move to authorize the issuance of a purchase order for the replacement of computer hardware by Mr. Bertrand, second by Mr. Bynum, motion approved. (5-0)***

VIII. Future Agenda Items

No items were offered by Board Members.

Chief Chappell reported that he expects to have the final piece of the CORE Construction contract for the Administrative Center for the August agenda.

IX. Adjournment

***Move to adjourn the meeting by Mr. Bertrand, second by Mr. Bynum, motion approved. (5-0)*** Mr. Bertrand adjourned the meeting at 9:20 a.m.

**Submitted by:** \_\_\_\_\_  
Gary Bynum, Clerk of the Board

Next Scheduled Meeting: Friday, August 23, 2019, 9:00 a.m.  
5030 S. Camino Verde, Tucson, AZ (Classroom)