

Palominas Fire District
Regular Board Meeting of the Governing Board
Palominas, Arizona
Board Meeting Minutes
Thursday, September 25, 2025
5:30 p.m.

ACRONYMS EOP/AOP...Emergency Operation Procedures/Administration Operating Procedures
A.R.S.....Arizona Revised Statutes ALS/BLS...Advance Life Support/Basic Life Support
ISO Insurance Services Office COLA..... Cost of Living Adjustment
ALS/BLS...Advance Life Support/Basic Life Support SCBA..... Self-Contained Breathing Apparatus
IGA...Intergovernmental Agreement DOL..... Department of Labor
FLSA...Fair Labor Standards Act

1. Call to Order:

- a) **Roll Call/Confirmation of Quorum:** Tommy Stoner, Cathy Chouinard, Valerie Rice, Mark Prince, Vickie Simmons, Brittany Archer – Robert Montgomery and Kim Mauzy were absent
- b) **Moment of silence**
- c) **Pledge of allegiance**

Call to the Public: Steve Dirmeyer had no comment.

2) Action accepting Minutes (Monthly): Cathy Chouinard made a motion to accept August 28, 2025, minutes. Valerie Rice seconded the motion. Cathy Chouinard: Aye, Valerie Rice: Aye, Tommy Stoner: Aye. Cathy Chouinard made a motion to accept the September 11, 2025, special meeting minutes. Cathy Chouinard: Aye, Valerie Rice: Aye, Tommy Stoner: Abstain.

3) Monthly financial reports and consideration of district financial matters pursuant to A.R.S.§48-807: The M&O account as of August 2025 has a negative balance. The capital reserve account is at \$711,794. The Non-County accounts are at \$582,147. The Line of Credit is \$26,388, but we should be getting taxes soon. The total assets are \$1,270,547. The total revenues for August were \$8,936. The Cash Flow Forecast shows 3 payrolls for August, and the year-to-date Overtime is at \$13,701. Chase Payroll account is \$262,774 and we should do a transfer in October. The target percentage for the Profit & Loss is 16.66% and the total M&O expenses are 12%. Valerie Rice made a motion to approve the August 2025 financials as presented. Cathy Chouinard seconded the motion. Valerie Rice: Aye, Cathy Chouinard: Aye, Tommy Stoner: Aye.

4) Fire Chief Report: All items are for discussion and dialogue between Chief, Staff, and Board.

The Fire Chief will give a status report regarding various areas of the district's operations, including but not limited to, the following areas: We ran 57 calls for service. Most of the calls were in Station 191's area. The HME is in Tucson at RWC. HME has donated the lighting motherboard to fix the emergency lighting issue. They are also fixing other issues found while looking for the lighting issue. Cathy Chouinard asked if the other two engines were operational. Dave Parry stated that they are using the Freightliner because the Ford cannot be used after dark due to lighting issues. We still have 8 people as of now. Mark Prince says he received Cathy Chouinard's email. He reached out to the

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Palominas School, and they will be forwarding the House Bill to their attorney. If they are good with it, they will take the existing IGA and reinstate it. We received the AFG grant We are trying to figure out what the funding was for and how we accept or change the original funding. The roof repairs for the Training Center are at \$6,000 and the total fix is \$9,800.

5) Discussion and possible action on PFD pursuing a Bond with Stifel: – This item was tabled.

6) Discussion and possible action on declaring the Foudy Road property as surplus for possible sale: – This item was tabled.

7) Discussion and possible action re: Fire Chief's job description and Employment Contract:
– The job description will be in effect not to exceed 60 days or until the board chooses otherwise. Tommy Stoner made a motion to accept the Fire Chief's job description. Valerie Rice seconded the motion. Tommy Stoner: Aye, Valerie Rice: Aye, Cathy Chouinard: Aye.

8) Discussion and possible action on purchasing new or used apparatus: – This item was tabled.

9) Discussion and possible action to set a special meeting for the Board Members to tour facilities: – This item was tabled.

10) Adjournment: Cathy Chouinard made a motion to adjourn. Valerie Rice seconded the motion. Cathy Chouinard: Aye, Valerie Rice: Aye, Tommy Stoner: Aye. Adjournment at 6:14 p.m.

Minutes approved by the Palominas Fire Board:

Signature

Date