**San Simon Fire District**

Dedicated to:

Calming Fears

Easing Minds

Saving Lives

PO Box 244 - 2249 W. Firehouse Lane

San Simon, AZ 85632

520-845-2439 **sansimonfire.ssfd@gmail.c**om

San Simon Fire District

Regular Meeting

Tuesday, May 13, 2025

1. CALL TO ORDER:

Chairman Reynolds called the meeting to order at 6:00 pm, at the San Simon Fire Station, 2249 W. Firehouse Lane, San Simon, AZ 85632.

1. PLEDGE OF ALLEGIANCE:

Chairman Reynolds dispensed with pledge as the group had already participated in the previous meeting this evening.

1. ROLL CALL OF OFFICERS:

Governing Board: Chairperson R.C. Reynolds – Present

Clerk of the Board Pati Fickett – Present

Board Member Fernando Guzman - Present

Administration: Chief John Novak – Present

Captain Heather Lentz – Absent

Wildland Division Chief Chris Anthis – Present

Firefighters/Support:

Michele Larned Mike Craft

Diane Parker

Guests:

Paul Rambo Rebeca Phifer

*Joan Abney Jennifer Briones*

*Trisha Anthis*

Via Phone: Donna Aversa, San Simon Fire District Attorney

1. CALL TO PUBLIC:

Rebeca Phifer – Questioning Chief Novak’s contract?

Joan Abney – Questioning Chief Novak’s contract?

Reply from board.

Chairman Reynolds noted, as the Chief’s contract is Item F on the agenda, it will be addressed at this meeting.

1. CONSENT AGENDA:
2. Approval of minutes.
   1. Regular Meeting March 4, 2025.

Mr. Guzman moved to approve the minutes of March 4, 2025 regular meeting.

Mr. Reynolds seconded the motion.

Motion Passed

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| --- | --- | --- | --- | --- |
| Voting | Aye | Nay | Abstain | Absent |
| Mr. Reynolds | X |  |  |  |
| Mrs. Fickett | X |  |  |  |
| Mr. Guzman | X |  |  |  |

1. CHIEF’S REPORT:

13 March Calls: 1 Motor Vehicle Collision, 1 ALS, 2 BLS, 4 Cancelled Calls, 4 In-District wildland fires.

21 April Calls: 1 Motor Vehicle Collision, 3 Cancelled Calls, 1 ALS, 6 Bls, 3 Public Assists, 1 Motor Vehicle Collision requiring extrication, 2 Vehicle Fires, 1 Investigation, 1 Motor Vehicle Collision, Mutual Aid w/HCI in Willcox, a Mass Casualty Incident, 1 In-District Wildland Fire, and 1 Out of District Wildland Fire.

SSFD continued to do EMS standbys for the home games for Jr. High, Jr. Varsity and Varsity.

Victoria Anthis completed the course work and passed the EMT class. She is waiting for her National Registry Test Results.

All items for the Wildland Grant have been purchased and submitted to Captain Lentz for inclusion into the fire district inventory.

Final payment receipt for the Governor’s Office of Highway Safety Grant has been submitted.

All wildland personnel have been given the required annual refresher and pack test.

The SSFD participated in the FFA banquet held at the San Simon High School.

Brian, with Brian’s Fire Apparatus Repair has been on-site upgrading lighting on the tanker, and electrical repairs on Brush 2502.

All SSFD’s older Oxygen “D” cylinders were out of hydrostatic test date. They have now all been inspected and issued a new hydro test date.

“Much Thanks,” to Steve Fosdick for his generous donation of computer equipment to the San Simon Fire District!

Correspondence – None

Auxiliary Report – Michele Larned – None

Leadership Reports – None

Wildland Program Update – Wildland Division Chief Anthis presented an update on the program, including a detailed spread sheet of expenses and revenues.

May 2025 is the First Anniversary of the SSFD’s Wildland Fire Program.

Revenues Since Inception Total $ 564,858.27

Total Expenses $ 376,639.48

Net Revenues $ 188,218.79

Response to recent fires, including the Stronghold, Bryce and SSFD was dispatched to the Greer Fire during the meeting.

Training classes continue to be held and anyone interested in becoming certified as a Wildland or Volunteer Firefighter can contact the San Simon Fire District for information.

1. MONTHLY FINANCIAL REPORTS – REVIEW/DISCUSSION/ACTION:

Clerk P. Fickett presented a monthly overview of finances along with the Financial Report prepared by Municipal Accounts & Consultants (MAC). As of May 12, 2025, the District’s account balances are as follows;

*County M&O Account $185,257.56*

*Less Outstanding Warrants ($ 13,837.69)*

*Available Cash – M&O Acct.* $ 171,419.87

*County – Wildland Fire Acct. Balance $ 119,157.51*

*County – Reserve Acct. Balance $ 101,655.19*

*Chase Bank – Payroll Account Balance $ 14,957.98*

***Total Balance of SSFD Fund Accounts $ 407,190.55***

Mr. Guzman moved to approve the Financial Reports as presented by MAC and Mrs. Fickett.

Mr. Reynolds seconded the motion.

Motion Passed

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| Voting | Aye | Nay | Abstain | Absent |
| Mr. Reynolds | X |  |  |  |
| Mrs. Fickett | X |  |  |  |
| Mr. Guzman | X |  |  |  |

1. UNFINISHED BUSINESS – REVIEW/DISCUSSION/ACTION:

None

1. NEW BUSINESS – REVIEW/DISCUSSION/POSSIBLE ACTION:
2. ADOPT SAN SIMON FIRE DISTRICT FY 2024/2025 AMENDED ANNUAL BUDGET AS PRESENTED:

Chief Novak presented the proposed FY 2024/2025 Amended Annual Budget at the Public Hearing held proceeding this Regular Meeting of the San Simon Fire District Board of Directors.

Mr. Guzman moved to adopt the San Simon Fire District FY 2024/2025 Amended Annual Budget as presented.

Mr. Reynolds seconded the motion.

Motion Passed

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| --- | --- | --- | --- | --- |
| Voting | Aye | Nay | Abstain | Absent |
| Mr. Reynolds | X |  |  |  |
| Mrs. Fickett | X |  |  |  |
| Mr. Guzman | X |  |  |  |

1. ADOPT SAN SIMON FIRE DISTRICT FY 2025/2026 ANNUAL BUDGET AS PRESENTED:

Chief Novak presented the proposed FY 2025/2026 Annual Budget at the Public Hearing held proceeding this Regular Meeting of the San Simon Fire District Board of Directors.

Mr. Guzman moved to adopt the San Simon Fire District FY 2025/2026 Annual Budget as presented.

Mr. Reynolds seconded the motion.

Motion Passed

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| --- | --- | --- | --- | --- |
| Voting | Aye | Nay | Abstain | Absent |
| Mr. Reynolds | X |  |  |  |
| Mrs. Fickett | X |  |  |  |
| Mr. Guzman | X |  |  |  |

1. EXECUTIVE SESSION: PERSUANT TO ARS § 38-431.03(A)(1), ARS § 38-431.03(3) TO ADDRESS A PERSONEL ISSUE – DISSCUSSION/ CONSDIERATION OF M LARNED EMPLOYMENT: Ms. Larned was given notification at least 24 hours prior to this meeting.

Mr. Reynolds moved to go into Executive Session at 6:45 pm.

Mr. Guzman seconded the motion.

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| --- | --- | --- | --- | --- |
| Voting | Aye | Nay | Abstain | Absent |
| Mr. Reynolds | X |  |  |  |
| Mrs. Fickett | X |  |  |  |
| Mr. Guzman | X |  |  |  |

Entered open meeting at 8:32 pm.

\*Executive Sessions are confidential pursuant to ARS § 38-431.03(C).

No action taken.

1. APPROVE/DISAPROVE FULL-TIME FIREFIGHTER/PREVENTION SPECIALIST POSITION:

Mr. Reynolds moved to approve the Full-Time Firefighter/Prevention Specialist Position.

Mrs. Fickett seconded the motion.

Motion Passed

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| --- | --- | --- | --- | --- |
| Voting | Aye | Nay | Abstain | Absent |
| Mr. Reynolds | X |  |  |  |
| Mrs. Fickett | X |  |  |  |
| Mr. Guzman | X |  |  |  |

1. Removed from agenda.

No action taken.

1. EXECUTIVE SESSION: PERSUANT TO ARS § 38-431.03(A)(1), ARS § 38-431.03(A)(3) TO ADDRESS A PERSONEL ISSUE – DISSCUSSION OR CONSDIERATION OF CHIEF NOVAK’S EMPLOYMENT CONTRACT WITH SAN SIMON FIRE DISTRICT.

Mr. Reynolds moved to go into Executive Session at 8:35 pm.

Mr. Guzman seconded the motion.

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| Voting | Aye | Nay | Abstain | Absent |
| Mr. Reynolds | X |  |  |  |
| Mrs. Fickett | X |  |  |  |
| Mr. Guzman | X |  |  |  |

Entered open meeting at 8:53 pm.

\*Executive Sessions are confidential pursuant to ARS § 38-431.03(C).

1. Upon consideration, discussion and revision in Executive Session:

Mr. Reynolds moved to approve and sign the standard employment contract as revised with Chief Novak and the San Simon Fire District.

Mr. Guzman seconded the motion.

Motion Passed

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| --- | --- | --- | --- | --- |
| Voting | Aye | Nay | Abstain | Absent |
| Mr. Reynolds | X |  |  |  |
| Mrs. Fickett | X |  |  |  |
| Mr. Guzman | X |  |  |  |

Reversal of Agenda Items G and H.

1. EXECUTIVE SESSION: PERSUANT TO ARS § 38-431.03(A)(7), ARS § 38-431.03(A)(3) REGARDING THE PURCHASE OR LEASE OF REAL PROPERTY:

Mr. Reynolds moved to go into Executive Session at 9:07 pm.

Mr. Guzman seconded the motion.

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| Voting | Aye | Nay | Abstain | Absent |
| Mr. Reynolds | X |  |  |  |
| Mrs. Fickett | X |  |  |  |
| Mr. Guzman | X |  |  |  |

Entered open meeting at 9:22 pm.

\*Executive Sessions are confidential pursuant to ARS § 38-431.03(C).

1. REVIEW, DISCUSS AND POSSIBLE ACTION TO ENTER A RELATIONSHIP WITH AND ARIZONA LICENSED REAL ESTATE AGENT OR BROKER FOR THE PURPOSE OF EVALUATING REAL PROPERTY FOR POTENTIAL LOCATION OF FUTURE FIRE STATION:

Mr. Reynolds moved Mrs. Fickett and Chief Novak work together to locate an Arizona Licensed Real Estate Agent or Broker for the Boards consideration.

Mr. Guzman seconded the motion.

Motion Passed

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| --- | --- | --- | --- | --- |
| Voting | Aye | Nay | Abstain | Absent |
| Mr. Reynolds | X |  |  |  |
| Mrs. Fickett | X |  |  |  |
| Mr. Guzman | X |  |  |  |

1. POSSIBLE CONTRACT WITH A NEW INTERNET SERVICE PROVIDER:

Chief Novak presented quotes from several companies providing internet service in our area. The current internet connection is slow, glitchy and at times just does not work, thus affecting online meetings and training. After review and discussion:

Mr. Reynolds moved Chief Novak investigate securing Star Link as an alternative to the current provider.

Mr. Guzman seconded the motion.

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| --- | --- | --- | --- | --- |
| Voting | Aye | Nay | Abstain | Absent |
| Mr. Reynolds | X |  |  |  |
| Mrs. Fickett | X |  |  |  |
| Mr. Guzman | X |  |  |  |

1. SET TIME AND DATE FOR NEXT MEETING; Tuesday July 8, 2025 at 6:00 PM.
2. ADJOURN:

Mr. Guzman moved to adjourn the meeting.

Mrs. Fickett seconded the motion.

Motion Passed

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| --- | --- | --- | --- | --- |
| Voting | Aye | Nay | Abstain | Absent |
| Mr. Reynolds | X |  |  |  |
| Mrs. Fickett | X |  |  |  |
| Mr. Guzman | X |  |  |  |

Chairman Reynolds adjourned the meeting at 9:45 pm.

Submitted Respectfully By: Pati Fickett

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Patricia Fickett, Clerk of the Board Date