**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, March 4, 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:

Pledge of Allegiance led by R.C. Reynolds.

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: Michele Larned

Guests: Rebecca Phifer

Via Phone: Donna Aversa, San Simon Fire District Attorney

1. CALL TO PUBLIC:

None

1. CONSENT AGENDA:
2. Approval of Minutes:
   1. Regular Meeting January 13, 2025

Mrs. Fickett moved to approve the minutes of January 13, 2025, Regular Meeting 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. CHIEF’S REPORT:

Operations:

23 January 2025 Calls: 4 ALS, 4 BLS, 2 Motor Vehicle Collision, 3 Investigations, 3 Cancelled

Calls, 3 Out of district wildland assignments,1 Mutual Aid Cancelled Call, 1 Mutual Aid

Motor Vehicle Collision 1 Mutual Aid Other type fire, 1 Mutual Aid Structure Fire,

10 February 2025 Calls: 1 ALS, 2 BLS, 1 Motor Vehicle Collision, 1 Investigation, 2

Cancelled Calls, 2 Vehicle Fires, 1 Missed Call

Submitted the grant for a water tender and also a grant for portable radios.

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

Varsity.

Assisted with burning a brush pile at the school.

Sent 2 volunteers to two different Haz Mat classes. The first one was for Utilities

emergencies – electrical and natural gas. The second one was for rail car identification and

railroad emergencies.

The EMT class has started. We have two personnel enrolled in this class. They have both

received grants to cover all costs associated with the class.

Brush 2501 has 7 new tires. The tires from it were moved onto Engine 2501 as they still

have 4 years left. The tires on the engine were 8 years old.

Held 2 wildland refresher classes. They were taught by Division Chief Anthis and

our engine bosses. Chief Novak proctored the pack tests.

Received notification yesterday that the District was awarded a wildland equipment grant.

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;

July 2024 to March 1, 2025: Total Revenues - $496,545.14, Less Total Expenses - $347,775.16, Net Revenue - $148,769.98.

From inception May 1, 2024 to March 1, 2025: Total Revenues - $553.882.87, Less Total Expenses - $372,366.62, Net Revenue - $181,516.25.

Currently no trucks are deployed, but with the very dry, Fire Weather Conditions, Chief Anthis expects to see Severity deployments by the end of March.

Training classes are being 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 March 1, 2025 the District’s account balances were as follows;

*County M&O Account $135,313.84*

*Less Outstanding Warrants ($ 59,572.74)*

*Available Cash – M&O Acct. $ 75,741.10*

*County – Wildland Fire Acct. Balance $ 62,944.10*

*County – Reserve Acct. Balance $101,112.79*

*Chase Bank – Payroll Account Balance $ 32,735.45*

***Total Balance of SSFD Fund Accounts $171,420.65***

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

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. UNFINISHED BUSINESS – REVIEW/DISCUSSION/ACTION:

None

1. NEW BUSINESS – REVIEW/DISCUSSION/ACTION:
2. FINANCIAL REVIEW BY WALKER & ARMSTRONG:

Posted on the website.

1. SAN SIMON FIRE DISTRICT PROPOSED AMENDED BUDGET 2024/2025 – REVIEW/DISCUSSION/ACTION:

Chief Novak presented the San Simon Fire District Proposed Amended 2024/2025 Budget as reviewed and discussed at the Budget Work Session held February 27, 2025. The District has incurred an unanticipated amount of revenue and expenses from the Wildland Fire Program and grants, which deems it necessary to amend the District's Budget to reflect these additional funds.

Mrs. Fickett moved, Pursuant to A.R.S. § 48-805.2(E), to post and publish the proposed amended 2024/2025 budget and post and publish notice of a public Budget Hearing, to be held May 13, 2025, 5:30pm at the San Simon Fire Station 2249 W. Firehouse Lane, San Simon, AZ, on the SSFD website, at the San Simon Post Office, the San Simon School, the Sun Mart Truck Stop, and the Sierra Vista Herald for at least 20 days before the Public Hearing.

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. RFC WILDLAND EQUIPMENT GRANT – REVIEW/DISCUSS/ACTION:

Chief Novak presented information regarding the awarding of the $20,000.00 RCF Wildland Equipment 50%/50% grant. As this item had been previously approved, no action was taken.

1. FIRE CHIEF JOB DISCRIPTION – REVIEW/DISCUSS/ACTION:

Chief Novak asked this item be tabled to next meeting.

1. TIME AND DATE OF NEXT MEETING:

May 13, 2025, at 6:00 pm (1800 hours)

1. ADJOURN:

Chairman Reynolds adjourned the meeting at 6:23 pm.

Submitted Respectfully By: Pati Fickett

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Patricia Fickett, Clerk of the Board Date