

**Whispering Pines Fire District
Minutes of the Regular Board Meeting held December 14th, 2011**

A public meeting of the Whispering Pines Fire District was convened on December 14th, 2011 at the Whispering Pines Fire Station 71, 10603 Houston Mesa Road, Whispering Pines.

- I. Call to Order: Bob Hull called the meeting to order
- II. Pledge of Allegiance: - Al Kendall led the Pledge of Allegiance
- III. Roll Call/Declare a Quorum: present were – Joseph Brown, Bob Hull, Chris Oberg and Al Kendall. Absent: Fred Washburn. A quorum was declared.
- IV. Call for nominations for the office of Chairperson to fill the remainder of the term of the vacated Chair (1 year) – Chris nominated Bob Hull. Bob asked if there were any other nominations. There were none. Bob called for a vote to elect him as Chairman to fill the remainder of the term of one year. The vote was unanimous.
- V. Motion to approve the minutes of the November 16, 2011 regular business meeting – Chris moved to approve the minutes of the November 16, 2011 meeting. Al seconded. Motion carried unanimously.

VI. Reports and Correspondence

A. Treasurer’s Report – Chief Sattelmaier presented a summary of our cash position, in Fred’s absence:

Balance sheet as of November 30, 2011 –	
Chase Bank Account for Payroll Taxes..\$	4,976.80
Operating Account.....	83,331.78
Bonita Creek Building Fund.....	7,800.20
Geronimo Building Fund.....	1,858.93
Rim Trail Building Fund.....	34,129.00
Capital Funds-Unspec. Reserves.....	35,502.98
Petty Cash.....	100.00
Total Checking/Saving \$	167,699.69

Al moved to accept the Treasurer’s report. Joseph seconded.
Motion carried unanimously

B. Chairman’s Report – None

B. Chief’s Report – **SEE ATTACHMENT A.**

VII. Call to the Public for comment on items in the Agenda – There was none.

VIII. Items for Discussion and Possible Action:

- A. Status of Rim Trail and Bonita Creek land acquisition and the Rural Development Grant/Loan, and other sources of funds for land and building projects** – Bob asked if we had received any proposals. There were none. No action taken.
- B. Review and approve resolutions for annexing two properties in Verde Glen Into the District that are contiguous to our existing boundaries** – Chief Sattelmaier presented letters from Scott L. and Michelle C. Buzan, and Richard A. and Judith B. Caron, requesting to be annexed into the Whispering Pines Fire District, as authorized by A.R.S. 48-262(I). He also presented Resolution #2011/2012-001 authorizing the amendment of the Whispering Pines Fire District boundaries to include the properties as listed in attachment “A” of the resolution. Al made a motion to adopt resolution 2011/2012-001. Bob seconded. Mark Essary, past Fire Chief and current Fire Chief of the Houston Mesa Fire Department asked to be heard on the matter, and was given the floor. He stated that in previous annexations he had been involved in, the County had required the District to include the roadway which provides access to the annexed property, and the Board needs to take this into consideration if they choose to adopt the resolution. The advice duly noted, the motion carried unanimously. **The adopted resolution, and attachment are on file at the Whispering Pines Fire District office, 10603 N. Houston Mesa Road, in Whispering Pines, during normal office hours. Phone # 928-474-3088**
- C. Review and possible revision of the District’s fee policy and form(s) for requests for public records** – Chief Sattelmaier presented the draft of the Revised District Services Fee Policy, including the revised application form. Bob made a motion to adopt the Revised District Services Fee Policy, including the application form. Chris seconded. Motion carried unanimously.
- D. Moving the EFTPS account to Arizona State Credit Union, which does not charge a fee, nor do they require a minimum daily balance of \$5000.00. We currently have \$5000.00 of District funds tied up at Chase Bank, unusable for any purpose other than keeping an account open with them** – Chris made a motion to authorize the opening of an EFTPS account with Arizona State Credit Union, closure of the Chase EFTPS account, and return of the funds to the Un-specified Reserves account. Bob seconded. Motion carried unanimously.
- E. Review bids for the UTV, and possible award of a purchase contract** – Bob Seiler presented bids from Polaris dealers in Prescott Valley, Cottonwood, and Rye, all of which are in the state of Arizona. He stated that the Rye dealer had submitted the lowest bid of \$16,500.00, including a 4 year service contract, which would go into effect after the 6 month factory warranty. Chris made a motion to award the contract to the Rye Polaris Dealership. Joseph seconded. Motion carried unanimously.
- F. Responding to non-District properties in Verde Glen, Cold Springs, or Bray Creek Ranch for emergency calls, with appropriate billing for services, or refusal to respond to these areas regardless of the nature of the emergency situation** – Action on item failed for lack of a motion.

- IX. Call to the Public, Staff and Board for Non-agenda Items – There was none.
- X. Call to the Public, Staff and Board for Future Agenda Items – Item VIII. (A) will be carried to the next agenda.
- XI. Call for Adjournment – Al moved to adjourn. Joseph seconded. Meeting adjourned.

Dated this _____ day of _____, 20____.

Whispering Pines Fire District
By _____

DRAFT