



# SAN SIMON FIRE DISTRICT

PO Box 244 - 2249 W. Firehouse Lane  
San Simon, AZ 85632  
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Dedicated to:  
Calming Fears  
Easing Minds  
Saving Lives

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San Simon Fire District  
Regular Meeting  
Tuesday, December 3, 2024

1. CALL TO ORDER:

The meeting was called to order at 6:01 pm, at the San Simon Fire Station, 2249 W. Firehouse Lane, San Simon, AZ 85632.

2. PLEDGE OF ALLEGIANCE:

Pledge of Allegiance lead by Pati Fickett.

3. ROLL CALL OF OFFICERS:

Governing Board:

Chairperson Pati Fickett – Present  
Out Going Board Member Clerk Savanna Valdez – Absent  
Board Member Fernando Guzman – Present  
Newly Elected Board Member R. C. Reynolds - Present

Administration:

Chief John Novak – Present  
Captain Heather Lentz – Present  
Wildland Division Chief – Chris Anthis – Present

Firefighters:

Support:

Michele Larned  
Diane Parker  
Chuck Fickett

Guests:

Trisha Anthis	Paul Rambo
Rebecca Phifer	Lori Reynolds
Donna Lewis	A. J. Haws

Via Phone:

Lona Huffman, Presenter with RT Emergency Insurance  
Donna M. Aversa, Attorney with Leonard & Felder, P. L. C., Tucson, AZ

**4. SWEARING IN OF NEWLY ELECTED SAN SIMON FIRE DISTRICT BOARD MEMBER R.C.**

**REYNOLDS:**

Chairperson Fickett administered the Oath of Office to R.C. Reynolds.

Donna Lewis witnessed his signature on an official document as acceptance of position.

Chief Novak, Mrs. Fickett, Mr. Guzman and guests welcomed Mr. Reynolds on board.

**5. ELECTION OF SAN SIMON FIRE DISTRICT OFFICERS:**

Chairperson Fickett opened nominations for Chairman of the Board.

Mrs. Fickett nominated R.C. Reynolds. Mr. Guzman seconded the nomination.

Hearing no other nominations for Chair, Mrs. Fickett asked for a vote.

R.C. Reynolds was elected Chairman of the San Simon Fire District Board of Directors.

Chairman Reynolds first official act was to request Mrs. Fickett to officiate the remainder of the meeting.

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

Mrs. Fickett opened nominations for Clerk of the Board.

Mr. Reynolds nominated Pati Fickett. Mr. Guzman seconded the nomination.

Hearing no other nominations for Clerk of the Board, Mrs. Fickett asked for a vote.

Pati Fickett was elected Clerk of the San Simon Fire District Board of Directors.

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

**6. CONSENT AGENDA:**

A. Approval of Agenda

B. Approval of Minutes October 15, 2024.

C. Approval of Financial Reports prepared by Municipal Accountants and Consulting.

Mr. Reynolds made the motion to approve the consent agenda with the following items

removed to be addressed in the regular agenda; Item 7: Correspondence, Item 8:

Auxiliary Report, Item 9: Leadership Reports, Item 10: Wildland Program Update, Item

11: Old Business, as these items are oral reports or discussion items.

Mr. Guzman seconded the motion.

Motion Passed

Voting	Aye	Nay	Abstain	Absent
Mr. Reynolds	X			
Ms. Fickett	x			
Mr. Guzman	X			

\*\*\*It was agreed, at Mrs. Fickett suggestion, Ms. Lona Huffman, with RT Insurance, who was waiting on the phone in Indiana, be allowed to present the proposal for Provident Accident & Health Policy, Provident Accidental Death and Provident Package Policy. The Board was given information prepared by Ms. Huffman, to follow with her presentation. \*\*\*After the presentation, the Board continued the meeting schedule.

7. CORSPONDANCE:

None

8. AUXILIARY REPORT:

Michele Larned - None

9. LEADERSHIP REPORT:

Captain Lentz:

School:

The Fire District continues to provide EMS Standby for the athletic events at the San Simon School.

Calls:

Calls have been of various types.

Call volume has been study and sometimes overlapping which becomes challenging with a limited number of volunteers.

Equipment/Inventory

Ongoing medical and equipment update of inventory.

Monitor

The monitor has been utilized at many of the calls and is a great addition to the emergency medical team's ability to treat and care for patients.

Extrication Tools

With the Arizona Highway Safety Grant, the District has been able to purchase additional extrication tools which will improve the volunteers ability to do their jobs safer and more efficiently.

Chief Novak:

*October 16 Calls:* 2 EMS-A, 2 EMS-B, 5 Cancelled Calls, 2 Smoke Investigations, 1 Vehicle Fire, 1 Motor Vehicle Collision, 2 Mutual Aid Vehicle Fires, and 1 Mutual Aid Wildland Fire.

*November 20 Calls:* 3 EMS-A, 7 EMS-B, 4 Cancelled Calls, 1 Smoke Investigation, 1 Motor Vehicle Collision, 1 Wildland Assignment, 1 Public Assist, 1 Hazardous Materials Call and 1 Structure Fire.

The District handed out 2 cases of bottled water to 8 households and 20 cases to the school. We have 1 pallet of water left.

I received a phone call from Becky Phifer of Dragon Fly Alliance, inviting us to Thanksgiving dinner. My first responders and I already had Thanksgiving meal plans, but the invitation was very thoughtful.

All the equipment for the Governor's Office of Highway safety grant has been received, marked as Fire District property and placed on the vehicles.

The District completed it's presentation of Fire Prevention Week to the Students November 7<sup>th</sup>. The students and teachers absolutely loved the giveaways we handed out this year.

The Assistance for Firefighters grant has opened. I will be applying for a new structural tanker. This grant is for a 5% match.

We responded to a Hazardous Materials incident which ended up being a large propane tank leaking in the back of a box truck which was loaded with other toxic cargo. The leak was mitigated with the assistance of hazmat folds from Sunsites-Pearce Fire District, and Arizona DPS Hazmat.

We also had a structure fire in San Simon.

There were no injuries on either large incident.

We received payment for the mutual aid car hauler fire.

10. WILDLAND REPORT:

Division Chief Anthis:

San Simon Fire District Wildland units and crews have been deployed to 12 fires.

To Date:

Total Revenues \$322,924.62 - Less Total Expenses \$209,669.32 = Net Revenue \$113,255.30

11. OLD BUSINESS:

None

12. CALL TO THE PUBLIC:

Addressing the Board:

Rebecca Phifer

13. NEW BUSINESS:

All items are listed for **Discussion/Approval/Disapproval**

A. PRESENTATION OF Insurance proposal by Lona Huffman, RT Insurance.

(Conducted earlier in the meeting, due to the time difference in Indiana.)

After consideration of the presentation by Ms. Huffman regarding the the increased coverage at a lesser premium and the inclusion of the training program,

Mr. Reynolds made a motion to accept the proposal presented by Ms. Huffman for the San Simon Fire District insurance coverage to be in effect January 1, 2025.

Mr. Guzman seconded the motion.

Motion Passed

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

B. EXECUTIVE SESSION TO CONFER WITH LEGAL COUNSEL: A.R.S. § 38-431.03(D)

EXECUTIVE SESSION:

No Executive Session Held

**C. POSSIBLE CHANGE OF LEGAL COUNSEL FOR THE SAN SIMON FIRE DISTRICT:**

The Board spoke, online, with Donna M. Aversa, an Attorney at Leonard & Felker P.L.C., Tucson, AZ. Ms. Aversa gave the Board a brief background and expressed her extensive experience and interest in providing legal counsel to Arizona Fire Districts. Previously she taught classes for the Arizona Fire Districts Association and is very knowledgeable with Arizona Laws pertaining to fire and special districts. Mr. Reynolds moved to retain Donna M Aversa, an Attorney with Leonard & Felker P.L.C. Tucson, AZ, as Legal Council for the San Simon Fire District, to begin immediately upon finalizing of documents between Ms. Aversa and the San Simon Fire District.

Mr. Guzman seconded the motion.

Motion Passed

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

**D. DISCUSS COST INCREASE OF ONE LINE ITEM IN THE GOVERNOR'S OFFICE OF HIGHWAY SAETY GRANT:**

From the time Fred Dimas, with Extrication Concepts, quoted the Sp24-2 Protection Pads for the grant and at the time the grant was awarded, and purchases made the pads had gone up substantially in price, from \$1,050.00 to \$2,262.37 and this was with a discount from Extrication Concepts, leaving a balance of \$1,217.37 over the grant total. The grant officials stated there might be extra funds to cover the cost increase, but they will not know until the grant funds are all disbursed.

Mr. Reynolds made the motion for the San Simon Fire District pay the balance from district funds.

Mr. Guzman seconded the motion.

Motion Passed

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

**\*\*\*ITEMS 13-E AND 13-F MOVED TO FOLLOW ITEM 16 IN THE AGANDA:**

**14. BOARD MEMBER COMMENTS:**

Board Members Commenting:

Mr. Guzman

Mr. Reynolds

**15. STAFF COMMENTS:**

Chief Novak

16. SET TIME AND DATE FOR NEXT MEETING:  
Tuesday, January 14, 2024, at 6:00 pm. 1800 hours.

13-E: EXECUTIVE SESSION: A.R.S. § 38-431.03(D) EXECUTIVE SESSION: PERSONEL MATTER  
Mr. Reynolds made the motion to move into Executive Session to discuss Item F.  
Mr. Guzman seconded the motion.  
Motion Passed

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

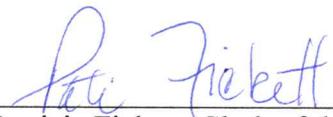
The Board moved to Executive Session at 8:03 pm. And back to open meeting at 8:15 pm.

13-F: COMPENSATION FOR CHIEF NOVAK:  
Following discussion in Executive Session,  
Mr. Reynolds moved to set Chief John Novak's annual compensation to \$65,000 to take affect January 1, 2025.  
Mr. Guzman seconded the motion.  
Motion Passed

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

17. ADJOURN:  
Mrs. Fickett adjourned the meeting at 8:25 pm.

Submitted Respectfully By: Pati Fickett

  
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Patricia Fickett, Clerk of the Board

  
\_\_\_\_\_  
Date