



San Simon Fire District

PO Box 244 - 2249 W. Firehouse Lane

San Simon, AZ 85632

520-845-2439 admin@sansimonfire.gov

Dedicated
to:
Calming
Fears
—

San Simon Fire District
Regular Meeting
Thursday, Sept. 24, 2026

1. CALL TO ORDER:

Chairman Guzman called the meeting to order at 1105(11:05 am), at the San Simon Fire Station, 2249 W. Firehouse Lane, San Simon, AZ 85632.

2. PLEDGE OF ALLEGIANCE:

Chairman Guzman led the Pledge of Allegiance.

3. ROLL CALL OF OFFICERS:

Governing Board:

Chairperson Fernando Guzman - Present

Clerk of the Board Pati Fickett – Present

Member Bill Hegeman - Present

Administration:

Chief John Novak – Present

Wildland Division/Vol. Admin. Assistant Chief Chris Anthis – Absent

Fire Prevention Specialist/Firefighter – Michele Larned – Absent

Firefighters/Support:

Chuck Fickett

Guests:

Rebecca Phifer

Donna Aversa, SSFD Attorney, attended via video.

4. CALL TO PUBLIC:

None

5. CONSENT AGENDA:

A. APPROVE MEETING MINUTES:

APPROVEAL OF MEETING MINUTES FOR REGULAR MEETING, AUG. 13, 2026.

Mr. Hegeman moved to approve the meeting minutes for Regular Meeting, August 13, 2026, as presented.

Mr. Guzman seconded the motion.

Motion Passed

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

6. FINANCIAL REPORTS:

A. REVIEW/DISCUSSION/POSSIBLE ACTION: REPORTS PREPARED BY MUNICIPAL ACCOUNTS & CONSULTING, L.P. for July 2026.

Mr. Hegeman moved to accept the August 2026 financial reports as presented.

Mr. Guzman second the motion.

Motion Passed

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

Clerk Fickett presented Summary of SSFD Fund Balances for , Sept. 24, 2026:

County M&O Account Balance	\$117,685.29	
Less-Outstanding Warrants	(\$ 2,785.07)	
Available Cash – M&O Account		\$114,900.22
<i>This includes \$91,639.85 Payment From the Dept. of Forestry.</i>		
County – Fire Capital Account Balance	\$	107.47
County –Fire Reserve Account Balance	\$147,151.61	
County – Fire Wildland Fire Account Balance	\$	22,383.72
Chase Bank – Payroll Account Balance	\$	739.87
Cochise Credit Union Account Balance		
Savings	\$	5,021.79
Checking	\$	26,221.10
Total Balance CCU		\$ 31,267.89
Total Balance of SSFD Fund Accounts		\$ 316,551.05
<i>(Cash Available On This Day, Sept. 24, 2026)</i>		

Payment Pending for Squad:

Sold for	\$92,000.00
Less 10% Commission	(9,200.00)
Balance Due	\$82,800.00

7. CHIEF'S REPORT: September 2026

The fire district ran 8 calls in August.

Volleyball games standbys are continuing.

Inspector Larned, and the Arizona State Fire Marshal, for our area, performed an inspection of the school.

We have 5 new members on the fire district. We were able to outfit them with old turnout gear, that is not suitable for structural firefighting due to it being over 30 years old. I am looking for a grant to purchase new gear.

Chris became busy with wildland deployments, so he passed public records requests over to Michele.

Concerning public records requests, we have fulfilled a request by Mary Sparkman.

At the call to public during the August fire board meeting, a question was brought up by Becky Phifer concerning her public records request and upon receiving legal advice and reviewing additional statutes, it has been determined that we can legally release the public records request that she requested. That request has been fulfilled.

We are continuing to work on the 4-page public records request that Becky Phifer submitted. As a result, no additional projects were being worked on.

I was notified we received our Assistance to Firefighters Grant for a pumper/tanker.

I found out yesterday that we received a \$70,000.00 grant from the Howard G. Buffett Foundation. The acceptance document is currently with our attorney for her review and to sign. It requires a resolution to be passed by the fire board, the fire board clerk's signature, so we will have to have a special meeting.

8. OLD BUSINESS – REVIEW, DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING ITEMS:

EXECUTIVE SESSION FOR LEGAL ADVICE FROM THE FIRE DISTRICT'S ATTORNEY, FOR ITEM 9-F – PURSUANT TO A.R.S. § 38-431.03(A3):

Mrs. Fickett asked to move Item 9-F and address it at this time.

Mrs. Fickett moved to enter Executive Session at 11:23 am.

Mr. Guzman seconded the motion.

Motion Passed

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

Board entered into open meeting at 11:40 pm.

ITEM 9-F: REVIEW, DISCUSSION AND POSSIBLE ACTION CONCERNING 2025 ASSISTANCE TO FIRE FIGHTERS GRANT: The 2026 Assistance to Fire Fighter Grant is for the purchase of a new Pumper/Tanker Engine, and it in the awarded amount of \$719,580.95 with a

match of funds from the San Simon Fire District of \$35,979.05 for a total approval of \$755,560.00.

Mrs. Fickett moved to authorize the San Simon Fire District Fire Chief (presently Chief Novak) to accept this grant for the San Simon Fire District and provided the San Simon Fire District Board with a monthly progress report regarding said grant.

Mr. Hegeman seconded the motion.

Motion Passed

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

A. REVIEW, DISCUSSION AND POSSIBLE ACTION CONCERNING INCIDENT REPORTING, INVENTORY, INSPECTION, PRE-PLAN AND VEHICLE CHECK SOFTWARE:

Chief Novak presented two quotes for this software; EPR Fireworks – Annual Cost- \$5,250.00 with a one-time setup fee of \$500.00 for an initial cost of \$5,750.00 and ESO – Annual Cost-\$3,259.33 with one-time fees of \$1,914.07 for a initial cost of \$5,173.40. Chief Novak preferred the EPR Fireworks Software as it allows the district to track more information. Mrs. Fickett expressed concern the district incurring additional expenses which it could find difficult to pay in the future.

Mr. Hageman moved to approve contracting with EPR Fireworks for the reporting software.

Failed for lack of a second.

Mr. Guzman moved to approve contracting with EPR Fireworks for the reporting software and fund the EPR Software Contract from Outside/Interstate Billing.

Mr. Hegeman seconded the motion.

Motion Passed 2 to 1

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

9. NEW BUSINESS – REVIEW, DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING ITEMS:

A. REVIEW, DISCUSSION AND POSSIBLE ACTION CONCERNING REPLACING THE LIGHTBAR AND LAMPHEADS ON ENGINE 251:

Tabled to next meeting.

B. REVIEW, DISCUSSION AND POSSIBLE ACTION CONCERNING REIMBURSEMENT TO PATI FICKETT:

Patricia Fickett requested reimbursement for expenses, travel, lodging and meals, incurred when she attended the AFDA/AFCA Conference in Glendale, AZ in July 2026, in the amount of \$704.95.

Mr. Hegeman moved to approve the reimbursement to Patricia Fickett in the amount of \$704.95 for expenses incurred when she attended the AFDA/AFCA Conference in Glendale, AZ.

Mr. Guzman seconded the motion.

Motion Passed with Mrs. Fickett Abstaining.

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

C. REVIEW, DISCUSSION AND POSSIBLE ACTION CONCERNING RESOLUTION #26-0007 – TO INCREASE THE DISTRICT CREDIT CARD LIMIT:

Chief Novak discussed the difficulty of keeping the credit card paid when the Wildland Fire Fighters are deployed in areas where lodging and food is higher than usual or their deployment is extended. At time they are left to use their personal credit cards or cash and the Department must reimburse them. Chief Novak requested the Chase Credit Card limit be increased from \$10,000.00 to \$25,000.00 as per Resolution #36-0007.

Mrs. Fickett moved to approve Resolution #26-0007 to increase the Chase Credit Card limit from \$10,000 to \$25,000.00.

Mr. Guzman seconded the motion.

Motion Passed

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

D. REVIEW, DISCUSSION AND POSSIBLE ACTION CONCERNING WALKER & ARMSTRONG ENGAGEMENT LETTER – FOR AUDIT SERVICES:

Chief Novak presented Walker & Armstrongs letter of engagement for audit of the San Simon Fire District's financial documents for FY ending June 30, 2026.

Mr. Hegeman moved to approve engagement with Walker & Armstrong to perform audit of financial documents for FY ending June 30, 2026.

Mrs. Fickett seconded the motion.

Motion Passed

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

E. REVIEW, DISCUSSION AND POSSIBLE ACTION CONCERNING DONATING TRAFFIC PYLONS TO THE SAN SIMON WATER IMPROVEMENT DISTRICT:

Chief Novak said the Fire District had surplus traffic pylons which have not been used in some time and felt the SSWID could use them when doing repairs. The District's

attorney advised the SSFD to convey ownership of the used surplus traffic pylons to the SSWID for \$1.00.

Mr. Hegeman moved to convey ownership to ownership of the used surplus traffic pylons to the San Simon Water Improvement District for \$1.00.

Mr. Guzman seconded the motion.

Motion Passed with Mrs. Fickett Abstaining.

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

F. MOVED TO EARLIER IN THE MEETING: UNDER 8 - OLD BUSINESS:

10. SET TIME AND DATE FOR NEXT MEETING:

Next Regular Meeting – October 22, 2026, at 11:00 am.

11. ADJOURN:

12:27 pm

Submitted Respectfully By: Pati Fickett

Patricia Fickett, Clerk of the Board

Date