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, October 22, 2026

1. **CALL TO ORDER:**
   Clerk Fickett called the meeting to order at 1101(11:01 am), at the San Simon Fire Station, 2249 W. Firehouse Lane, San Simon, AZ 85632.

2. **PLEDGE OF ALLEGIANCE:**
   Member Bill Hageman led the Pledge of Allegiance.

3. **ROLL CALL OF OFFICERS:**

   Governing Board:
   Chairperson Fernando Guzman - Absent
   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 – Present
   Firefighters/Support:
   Chuck Fickett
   Guests:
   Rebecca Phifer Mary Sparkman
   Joan Abney

4. **CALL TO PUBLIC:**
   Speaking – Joan Abney, Rebecca Phifer, Mary Sparkman

5. **CONSENT AGENDA:**
   A. **APPROVE MEETING MINUTES:**
   APPROVEAL OF MEETING MINUTES FOR REGULAR MEETING, Sept. 24, 2026.
   Mr. Hegeman moved to approve the meeting minutes for Regular Meeting, Sept. 24, 2026 as presented.
   Mrs. Fickett seconded the motion.
   Motion Passed

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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 September 2026**.

Mr. Hegeman moved to accept the August 2026 financial reports as presented.
Mrs. Fickett 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 as ending October 22, 2026:

County M&O Account Balance	$184,659.06	
Less-Outstanding Warrants	($ 12,754.57)	
Available Cash – M&O Account		**$171,904.49**
This includes $91,639.85 Payment From the Dept. of Forestry.		
County – Fire Capital Account Balance		$ 107.88
County –Fire Reserve Account Balance		$230,146.81
County – Fire Wildland Fire Account Balance		$ 22,477.33
Chase Bank – Payroll Account Balance		$ 724.87
Cochise Credit Union Account Balance		
Savings	$ 1,022.55	
Checking	$ 11,904.89	
Total Balance CCU		**$ 12,927.44**
Total Balance of SSFD Fund Accounts		**$ 438,288.82**
(Cash Available On This Day, Oct. 22, 2026)		

Payment for Squad:

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

Payments Pending from AZ Dept. of Forestry and Wildfire Management.

7. CHIEF'S REPORT: October 2026

The fire district ran 12 calls in September.

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We have fulfilled part of Becky Phifer's public records request and are continuing to work on the rest. Mary Sparkman has submitted a public records request, which will be fulfilled after Becky Phifer's request is completed.

I have started receiving quotes from fire apparatus manufacturers for the pumper/truck.

I've submitted all the requested documentation to Fireworks EPR. Their migration team is currently building our database. Once it is complete we will be able to start utilizing it.

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

A. REVIEW, DISCUSSION AND POSSIBLE ACTION CONCERNING REPLACING THE LIGHTBARS FOR Engine 251:

Chief Novak presented the Board with one quote for the said lights. Mrs. Fickett questioned the labor cost associated with replacing the lights and Chief Novak did not have an estimate. Mrs. Fickett requested Chief Novak to secure an estimate for labor and another quote for the lights.
Tabled to November meeting.

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

A. REVIEW, DISCUSSION AND POSSIBLE ACTION CONCERNING HOWARD BUFFETT FOUNDATION GRANT IN THE AMOUNT OF $70,000.00 TO BE UTILIZED FOR "FIRE DEPARTMENT OPERATIONS":

Mrs. Fickett moved to accept the Howard Buffett Foundation Grant for $70,000.00.
Mr. Hageman seconded the motion.
Motion Passed

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

B. REVIEW, DISCUSSION AND POSSIBLE ACTION CONCERNING THE PUMPER/TANKER SPEC FOR THE ASSISTANCE TO FIREFIGHTERS GRANT:

As Chief Novak had not received his additional quotes, this item was tabled to November meeting.

C. REVIEW, DISCUSSION AND POSSIBLE ACTION CONCERNING CASHING OUT 40 HOURS PER MONTH OF PTO FOR CHIEF NOVAK IN OCTOBER, NOVEMBER AND DECEMBER 2026:

Mrs. Fickett suggested the District should pay out the PTO hours accumulated in one disbursement and asked Chief Novak for documentation of the PTO hours he has

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accumulated. The information was not readily available. This item is tabled to next meeting.

D. REVIEW, DISCUSSION AND POSSIBLE ACTION CONCERNING GETTING A CREDIT CARD FOR INSPECTOR LARNED:

Chief Novak explained that Inspector Larned needs a credit card to pay for expenses and items she purchases when she is out of town for the District.

Mrs. Fickett moved to approve issuing Inspector Michele Larnd a San Simon Fire District credit card, to be used for SSFD expenses and purchases only and no purchases over $1,000.00 without authorization.

Mr. Hegeman 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 OBTAINING AN ATTORNEY FOR THE SAN SIMON FIRE DISTRICT IN LIGHT OF THE PENDING RETIREMENT OF THE DISTRICT'S CURRENT ATTORNEY:

Chief Novak shared that Donna Aversa is planning to retire at the end of 2026 to free her up to care for personal issues.

Chief Novak is going to pursue seeking information regarding an attorney she recommended, and Mrs. Fickett is to contact AFDA to seek additional recommendations.

10. SET TIME AND DATE FOR NEXT MEETING:

Next Regular Meeting – November 19, 2026, at 11:00 am.

11. ADJOURN:

11:35 pm

Submitted Respectfully By: Pati Fickett

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Patricia Fickett, Clerk of the Board Date

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