



# TUBAC FIRE DISTRICT

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TUBAC FIRE DISTRICT  
BOARD MEETING MINUTES  
REGULAR MEETING OF THE BOARD DIRECTORS  
January 29, 2025

1. Call to order and Pledge of Allegiance: The meeting was called to order at 1:30 p.m. by Sandy Johnson.
2. Roll call of Board Members: Sandy Johnson, Mary Dahl, Gary Brasher, Rich Bohman and Herb Wisdom were present at the Tubac Community Center. Also, in attendance at Tubac Community Center, Fire Chief Ben Guerrero, Deputy Chief Hesly Guerrero, Captain John Conger, Captain Esai Tapia and Bianca Hamric. Gabe Buldra attended behalf of James Vincent Group. Members of the public in attendance were Ron Campana, Kathi Campana, Kathleen Vandervoet, Keith Laverty, Sue Laverty, Amy Tremper, Sally McMahan, Barbara Hill, Jean Samuelson, Claire McJunkin, Stacey Skarison, Ken Skarison, Carmen Ibarra, Cassandra Ibarra, Juliana Ibarra.
3. Badge Pinning:
  - a. Firefighter/EMT Kohl Skarison: accepted a full-time position with Tubac Fire District.
  - b. Firefighter/Paramedic Albert Ibarra: Received his paramedic certificate.
  - c. Firefighter/Paramedic Marc Caschera: Received his paramedic certificate.
4. Reading of public comments submitted via email: None.
5. Call to the public: Kathi Campana asked the Board if a final cost that has been presented for the station #1 project and when construction will begin? Claire McJunkin wanted to recognize ex Fire Chief Cheryl Horvath for her efforts on the USDA grant awarded to the District for the station #1 project.
6. Correspondence: Resident Richard Persely sent a thank you to the Tubac Fire District for their professionalism.
7. Report from Board Members: Rich Bohman, shared concern for wildfires in the Tubac Fire District due to the situation in California. Gary Brasher stated that he would like to discuss the issue of hydrant testing with the Fire District due to concerned residents and potential wildfire. Sandy Johnson stated that he attended a meeting with the County Manager, tower manager, Breckenridge Architects and DL Norton, contractors, to discuss the tower project regarding the elevation and power. Sandy also mentioned that the audit was not on the agenda this month due to our auditors simultaneously auditing the County. Herb Wisdom shared his concern about wildfires in the County especially at the Tumacácori Mission due to their large slash pile from clearing out dead undergrowth.
8. Chief and Staff Report: Deputy Chief Hesly Guerrero, Captain John Conger, Captain Esai Tapia and Fire

Chief Ben Guerrero provided the monthly Staff Report for December 2024.

- a. Operations Update.
- b. Training.
- c. Wildland Update.
- d. Administration Update.

17. Fire station #1 and tower update:
  - a. Communication tower update.
  - b. Fire station #1 update.
9. Monthly Financial Report for December 2024: Gabe Buldra from James Vincent Group presented the financial reports for the month of December 2024. (Please refer to [www.tubacfiredistrict.org](http://www.tubacfiredistrict.org) under the Tubac Fire Board tab to review the report.)
10. Consent Agenda: Mary Dahl made a motion to approve the consent agenda. Herb Wisdom seconded the motion; all were in favor, the motion passed unanimously.
11. Discussion and possible action to approve Board Resolution 2025-001 for the Fire House Subs, Public Safety Foundation grant. Chief Guerrero presented a grant application that will be used for firefighter Personal Protective Equipment (PPE). Mary Dahl moved to approve Resolution 2025-001. Herb Wisdom seconded the motion; all were in favor the motion passed unanimously.
12. Discussion and possible action to approve Board Resolution 2025-002 for the Arizona Forestry American Rescue Plan grant. Chief Guerrero presented a grant application that will be used to fund a tactical tender apparatus. Rich Bohman moved to approve Resolution 2025-002. Gary Brasher seconded the motion; all were in favor the motion passed unanimously.
13. Discussion and possible action to approve Board Resolution 2025-003 to adopt the National Incident Management System (NIMS). Chief Guerrero is requesting the Board to approve and recognize that Tubac Fire District is operating in compliance with (NIMS). Gary Brasher moved to approve Resolution 2025-003. Herb Wisdom seconded the motion; all were in favor the motion passed unanimously.
14. Discussion and possible action to approve repair for Unit #1043 (Tender) in an amount not to exceed \$13,485.46. Captain John Conger presented the Board with an estimate from Velocity Truck Center to repair the pump on the District's wildland truck Unit #1043. The unit failed the pump testing due to the years of debris out in the field. Rich Bohman moved to approve the replacement of Unit# 1043 not to exceed the amount of \$13,485.46. Gary Brasher seconded the motion; all were in favor the motion passed unanimously.
15. Discussion and possible action to approve repairs needed for the back flow prevention valves at stations 2, 3, and 4 in an amount not to exceed \$23,771.57. Captain John Conger reported that the back flow prevention valves at station 2, 3, and 4 are not functioning properly due to internal mechanical failures. Mary Dahl moved to approve the repair or replacement of the backflows located at stations 2, 3, and 4, not to exceed the amount of \$23,771.57. Herb Wisdom seconded the motion; all were in favor the motion passed unanimously.

16. Executive Session: Mary Dahl moved to adjourn the public session and move the Board meeting to executive session. Pursuant to A.R.S. § 38-431.03(A)(4), discussion and update regarding the Santa Cruz County Treasure investigation relates to the Fire District.  
The Board meeting reconvened at 3:10 p.m.
  
18. Future Agenda Items:
  - a. Hydrant testing
  - b. Budget workshop
  
19. Next Meeting: February 26, 2025, at 1:30 p.m.
  
20. Adjourn meeting: Gary Brasher made a motion to adjourn the Board meeting. Rich Bohman seconded the motion; All were in favor; the motion passed. Meeting adjourned at 3:17 p.m.