



BOARD MEETING MINUTES

Wednesday, October 15, 2025

Station 31, 6425 N Cosnino Road, Flagstaff, AZ

- **CALL TO ORDER**

Board Chair Timney called the meeting to order at 6:04 pm.

- **ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM**

Members Present: Board Members M. DiVittorio, R. Parker, J Timney, R Faus

Members Via Zoom: Scott Walton

Administration: FC Callander, BC Palm, V Fennema, T Schieffer, C Robinson (Zoom)

- **Pledge of Allegiance**

- **Moment of Silence** in Honor of Deputy Chief Jerry Bills' passing

- **Chief Callander was sworn in by FC Gaillard, and was pinned by this wife, Kathleen.**

- **Board Chair, Jim Timney, presented the FFD chief officers with a plaque, thanking them for all they have done for Summit over the past nine years.**

- **CALL TO THE PUBLIC:** n/a

- **CONSENT AGENDA**

- Discussion and Approval of the Regular Board Meeting Minutes of September 17, 2025

- Approval of Reconciliations and Financial Reports for September 2025.

Board Member Rick Parker motioned to approve the minutes from September 17, 2025, and the financial reports for September 2025. Mike DiVittorio seconded the motion.

Vote Conducted. MOTION PASSED unanimously.

AYES: Parker, Faus, DiVittorio, Timney, Walton

NAYES: None

- **Current Events Summaries, Reports, and/or Correspondence**

- a. Monthly Run Report:

BC Palm reported:

- Run report for September 2025. Total of 114 incidents, with 69 being emergent calls. Call distribution is as follows: District 31 had 42 calls, District 32 had 60, and District 37 had 15.
- Avg response times: Sta# 31 at 6.25 min, #32 at 6.18 mins, and #37 at 9.13.
- Auto aid given by us: 20; Auto aid we received: 5, Mutual Aid given 6.

- b. Monthly Chief Updates:

FC Callander

- Lots of planning meetings for Chief Bills' memorial service. It will be Monday, Oct 20 at the Catholic Church.
- Attended numerous community meetings with regional chiefs, board of supervisors and project manager for the Navajo Nation/Horseman Lodge project.
- Congratulations to Casey Robinson for being nominated as our Firefighter of the Year.
- We are excited we got our 4 new recruits on the line now.

- **NEW BUSINESS / ACTION ITEMS**
 - a. Fiscal Year 2025 Audit was presented by Jennifer from Hinton Burdick. **Motion was made by Robb Faus to approve the audit findings from Hinton Burdick for FY25 as presented, and approve the Comprehensive Annual Financial Report. Motion was seconded by Rick Parker.**
Vote conducted. MOTION CARRIED
AYES: DiVittorio, Parker, Timney, Faus, Walton
NAYES: None
 - b. Tammy presented the 24-25 annual report on revenue brought in from work done by our shop for outside customers. Total profit for FY25 was \$62,916.75. So far this year the shop has generated \$14,371.33 in revenue from outside customers.
NO MOTION NEEDED. Board member Walton would like to see what our “internal rate” is.
 - c. Approval of Revised First Amendment to Communications Site Lease Agreement with Cellco Partnership dba Verizon Wireless. **Motion was made by Mike DiVittorio to approve the revised amendment from American Cell Tower. Motion was seconded by Robb Faus.**
Vote conducted. MOTION CARRIED
AYES: DiVittorio, Parker, Timney, Faus, Walton
NAYES: None
- **ADJOURNMENT:** Board Meeting adjourned at 7:15 pm
Motion to adjourn by Board Member Parker, seconded by Board Member Faus
Vote Conducted. MOTION PAST ALL IN FAVOR
AYES: Parker, Faus, Timney, Walton and DiVittorio

Respectfully submitted by:

Robb Faus, Board Clerk