

**Town of Superior**  
**Emergency Services Committee Regular Meeting**  
**MINUTES**  
**Thursday, May 21, 2020 6:00 P.M.**  
**Superior Town Hall**  
**199 N. Lobb Avenue, Superior, AZ 85173**

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Superior Emergency Services Committee and to the public that the Superior Emergency Services Committee held a Regular Meeting open to the public set forth above.

**Due to the impacts of the COVID-19 pandemic, which have prompted declarations of a public health emergency at both the state and federal levels, this meeting will be conducted using measures to protect public health. Members of the public are encouraged NOT TO ATTEND THE MEETING IN PERSON but instead to attend and listen to the meeting remotely by telephone.**

**To participate in the meeting telephonically follow the instructions below:**

Tele-Conference Participant:

1. At the specified time, dial the Access Number **605-472-5364**.
2. When prompted, enter your Participant Code followed by #.
3. Your Participant Code is **654996#**.

Participant Star Commands:

- \*4-Volume - Pressing \*4 will increase/decrease the volume.
- \*6-Mute - Participants can mute/unmute their own lines by pressing \*6.

**We will also be live-streamed on the Town's youtube channel.**

<https://www.youtube.com/channel/UCd2f5D2dfTkaazjwNyhAXRA> .

**Public access to the Mayor and Council Chambers will be restricted in order to prevent a large or close gathering of the members of the public and to promote social distancing. Additionally, some items on the agenda may be shortened, continued to a future meeting or taken out of order. These steps are part of the effort to limit the number of people who must be physically present, or who might desire to be physically present, at the meeting, and to limit the time of the public meeting.**

**This meeting will be held remotely through technological means, as permitted under Arizona law.**

**1. CALL TO ORDER**

Council Member Stephen Estatico called the meeting to order at 6:00 PM

2. **ROLL CALL**

**PRESENT:**

Council Member Estatico  
PD Chief Frank Alanis

**PRESENT TELEPHONICALLY:**

Chris Lilley, RCM  
Scott Stillgenbauer, RCM  
John Perez, Fire Chief  
Tim Gotto, Assistant Fire Chief  
Joyce Lopez, PD Admin.

**STAFF PRESENT:**

Todd Pryor, Town Manager  
Ruby Cervantes, Town Clerk

3. **PLEDGE OF ALLEGIANCE**

Council Member Estatico led everyone in the Pledge of Allegiance.

4. **CONSENT AGENDA**

1. Approval of the Minutes of ESC Meeting on February 20, 2020.

**Motion to approve the Minutes of ESC Meeting on February 20, 2020 made by Chief Perez, second by Chris Lilley, Motion Carries**

AYES – 7 Council Member Estatico, PD Chief Alanis, Ms. Lopez, FD Chief Perez, Assistant FD Chief Gotto, Mr. Lilley, Mr. Stilgenbauer

NOES – 0

ABSENT – 0

5. **NEW BUSINESS**

- A. Discussion on appointment of Council Member Stephen Estatico to fill the vacant seat on the Committee left by Vice-Mayor Alonzo. Town Council approved this appointment at their March 12, 2020 meeting.
- B. Discussion /Possible Approval of Appointment of new Chairperson to the ESC.

**Motion to Appoint Council Member Estatico as the new Chairperson of the ESC made by PD Chief Alanis, second by Chris Lilley, motion carries.**

AYES – 7 Council Member Estatico, PD Chief Alanis, Ms. Lopez, FD Chief Perez, Assistant FD Chief Gotto, Mr. Lilley, Mr. Stilgenbauer

NOES – 0

ABSENT – 0

C. Discussion on Quarterly drills.

1. Past Drills - Review and Discussion of 2020-Q1 Drill.
2. Upcoming 2020-Q-2 Drill.

Scott Stillgenbauer gave a brief explanation of the Drills. The quarterly drills are done four times a year. It's a joint drill between Resolution Emergency Response Team, Fire and Police. Because of the COVID, we never got in our Q-1 and Q-2 Drill. He'd like to see us get back into the routine of things with the Q-3. We could have a drill with less than 10 people.

Mr. Estatico – asked what time frame, month would the Q-3 be in? Mr. Stillgenbauer answered end of August.

Mr. Lilley stated that would be July, August or September. We can't have any of our Emergency Responders get together of a debriefing before or after. It would be very difficult.

D. Discussion on NIMS (Incident Command) compliancy for the whole town.

Chief Perez stated that Charles Kmet, Pinal County Emergency Manager, had given us a different direction to go. We can discuss this at our next meeting.

Mr. Stillgenbauer asked if it would be helpful to get Chuck back. We could have him on the phone at our next meeting.

Chief Perez said he would contact Chuck.

E. Discussion/Possible Approval for Fire Department to use an outside independent Auditor, The Public Safety Research Group to develop a more definitive auditing plan.

FD Chief Perez stated The Public Safety Research Group believed they had sent a requote. He will have the letter for the next meeting. They are willing to help us with a Audit on certain items that pertain to the Emergency Service Agreement. On truck, gear, practice, inspections. This is for NFPA compliance that is referenced in the contract. Maintenance program, FD has to be in NFPA for gear and practices.

Mr. Lilley asked if we could circulate the letter so we could take look at it prior to the next meeting. Mr. Estatico wanted clarification. In order to circulate you usually send it to Ruby and she gets it out to the Committee? Yes we can. Chief Perez will send it to Ruby to circulate.

F. Discussion/Possible Approval of Fire Department Capital Expenditure items for 2019-2020.

Mr. Pryor stated Resolution Copper's fiscal year has reset. They are in their new fiscal year. We are not in our fiscal year. But we have to start planning. It's about a three month process to get our expenditures approved before the end of the calendar year. We like to have this done by November. Sounds like we're starting early but we are not. We need everyone to start on their plans, then submit them to the Committee for approval. Then we can move on to the formal approval process by the Town Council as soon as we can agree on what should be purchased.

Mr. Estatico stated he will also have Ruby send out his email to everyone. If you have any question for him or if you have anything you want him to take a look at he'd be happy to do that. If you want anything to talk about or put on the Agenda, he'll can to that too.

Mr. Pryor also asked Committee to submit Agenda Items at least by week before meeting.

Mr. Lilley thanked Town for organizing this conference call just to touch base and share information. This has been most helpful. Thank you.

6. ADJOURNMENT

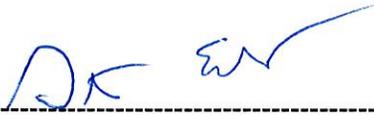
**Motion to adjourn the meeting of the ESC made by Chief Alanis, second by FD Chief Perez, Motion Carries. Meeting adjourns at 6:16 PM.**

AYES – 7 Council Member Estatico, PD Chief Alanis, Ms. Lopez, FD Chief Perez, Assistant FD Chief Gotto, Mr. Lilley, Mr. Stilgenbauer

NOES – 0

ABSENT – 0

**ATTEST:**



Stephen Estatico, Chairperson



Ruby Cervantes, Town Clerk.