

ORACLE FIRE DISTRICT BOARD MEETING MINUTES

January 13, 2016 / Approved February 10, 2016

Meeting was officially called to order at 6:18pm, Wednesday January 13, 2016 at 1475 W. American Ave., Oracle, AZ.

CALL TO ORDER / ROLL CALL:

Members Present: Chairman Brown, Clerk McMurry, OFDBMs, Hill, and Navarro

Members Absent: OFDBM Bristow

Staff Present: Chief Larry Southard, Asst. Chief Jennings, Admin. Chief Acosta.

1. PLEDGE OF ALLEGIANCE

2. MOMENT OF SILENCE FOR MARK BAIRD, FORMER OFD EMPLOYEE

3. CALL TO PUBLIC

No public

4. ACCEPTANCE OF THE PREVIOUS MINUTES

Clerk McMurry made a motion to accept the December 2015 minutes as presented. This was seconded by OFDBM Hill. All were in favor. Motion carried.

5. CHIEF'S REPORT

Please see report at end of this document.

6. DISCUSSION AND POSSIBLE ACTION REGARDING THE MONTHLY FINANCIAL DOCUMENTS, INCLUDING BANK RECONCILIATION AND CASH FLOW PROJECTIONS

Board Communication Memorandums were provided to each Board member prior to the meeting. These have the beginning and end balances, income and expenses, for each bank account and the OFD credit card, for December 2015. Chief Acosta began the presentation with the December 2015 actual income and expenses, compared to the total year budget. She then proceeded to display the scanned bank statements and reconciliation reports for each OFD account (General Fund, Volunteer Pension, and Jr. Explorer accounts held at the Pinal County Treasurer's Office, the Chase Bank (payroll account), and the Chase credit card).

OFDBM Navarro made a motion to accept the bank statements and reconciliation documents as presented. Clerk McMurry seconded the motion. All were in favor. Motion passed.

7. ELECTION OF OFFICERS

Following a brief discussion, this item was tabled until the next meeting.

8. DISCUSSION AND POSSIBLE ACTION REGARDING A RESOLUTION TO COVER AUXILLARY MEMBERS ON OFD WORKERS' COMP. INSURANCE

The draft Resolution was presented to the Board, regarding adding 22 active volunteers to our existing roster of 24 firefighters. OFDBM Hill made a motion to accept the Resolution as presented. OFDBM Navarro seconded the motion. All were in favor. Motion passed. Resolution was signed by Chairman Brown and Clerk McMurry.

9. DISCUSSION AND POSSIBLE ACTION REGARDING A FIRE BOARD POLICY MANUAL AS REQUESTED BY CPA JENNIFER PHILLIPS DURING THE 2014/2015 AUDIT.

This item had been carried over from the December 2015 Board meeting. The Board reviewed the draft policy of the Code of Ethics and Conflict of Interest, previously provided by Chief Southard. After a brief discussion, OFDBM Navarro made a motion to accept the policy as presented. This was seconded by OFDBM Hill.

10. DISCUSSION AND POSSIBLE ACTION REGARDING AN ANNEXATION REQUEST.

Chief Southard explained that OFDBM Bristow had requested that he look into the proposed power line to be built by Sun Zia, and whether it would cross into our District or not, as this might possibly have some tax value for the District. Chief reported that the proposed route looked like it crossed into our District on the northwest boundary, approximately 5 miles. By annexing State Land on the eastern side of our District, we could potentially include an additional 5 miles of the proposed line. Requesting annexation of State land is as easy as writing a letter requesting annexation, and including the legal description of the land. Not only would this annexation be a possible financial gain for our District, but it would also secure the Campo Bonito area for future annexation. Annexing deeded or private land is a much more intensive and time consuming process, which will be considered at a later date.

A motion to allow Chief Southard to send a letter of request to annex State Land was made by Clerk McMurry, and seconded by OFDBM Hill. All were in favor. Motion passed.

11. ITEMS FOR NEXT MONTHS AGENDA

Item #7: Election of Officers

Setting a date for the first budget meeting (to review the PTO and Wage scales).

12. ADJOURNMENT

Clerk McMurry moved to adjourn the meeting. This was seconded by OFDBM Hill .

All were in favor. Motion passed.

Meeting adjourned at 7:45pm.

Next (regular) Board Meeting: Wednesday, February 10, 2016 at 6:15pm.

Minutes respectfully submitted,

Tina Acosta – Administrative Chief

Reviewed by OFD Board Clerk Bill McMurry:

CHIEF'S REPORT Chiefs Report – January 13, 2016

Staff Report: An open full time position has been filled and we are working towards a few more firefighters to our reserve roster.

Vehicle Report: All first due vehicles are currently in service.

We are working on getting radios and other emergency equipment installed in the two recently acquired vehicles. Both newly acquired vehicle have been licensed and insure.

The old parade engine was nicely decorated for the Christmas holiday and is now parked back inside of the old fire station. A special thanks to Dale Suder and friends who have volunteered their time to repair and restore parts and equipment.

Fire Station & Equip Report: All equipment is currently in service except for one SCBA that has been sent out for factory repair.

Several items regarding the pending sale of the old fire station have already been completed, or are scheduled to be done soon. Some of those have included getting the water and gas turned on for the buyer's inspection, locating the septic tank for an upcoming test and certification, a property survey and rezoning the property to CB-2. The rezoning will include a public hearing. A notification letter will be sent to nearby residents.

Fire District: The 50th anniversary of OFD is quickly approaching. The fire district was formed on Valentine's Day 1966. We will be holding an Open House type of event on April 30th, 2016. Planning meetings for the events have already been hold with more to follow.

Training Report: A Basic Wildland class S-130/190 for the Florence Wildland Team will be held at the fire station during the week of January 11th. A saw class will be held after the basic wildland class. Saw classes are being planned to tie into fuels treatment projects treatment projects under the WFHF 2015 grant.

Events: The Santa events on Dec ember 11th went very well. Around 150 kids visited with Santa at the fire station. A very special thanks to Santa(s), Oracle CERTs and Firewise, LifeNet EMS Helicopter, and the many volunteers who helped

make this special event happen. A very special thanks to the Jennings's family for the planning, coordination, shopping, bagging candy and providing Santa with his helpers. The Elk's Lodge Appreciation Dinner event will be held in San Manuel on January 30th at 7:00pm. Board members are always welcome to attend.

Current Fire Conditions: Fire conditions remain at Moderate. Coronado National Forest officials share the same fire concerns over the abundant grasses this year as we do. Discussions to have CNF improve the access road leading to the helicopter dip tank are underway.

Wildland Fire Report: OFD continues to remain active with the Pinal County Wildland Team. A set of bylaws for the group is currently being considered for adoption.

Grant Report: The WFHF 2015 Grant contract documents have been completed and fuels project work has once again resumed. Areas being targeted for these grant funds are untreated properties that have had little or no previous fuels worked and they have the potential for allowing wildfire to travel into the community.

The FEMA AFG is due on January 15th. A small team of OFD officers are currently working on writing a grant to replace our aging SCBA equipment.

Donations: Southwest Gas Company has donated a 2008 Ford F-150 4x4 pickup truck. A key presentation ceremony was held on December 16th.

A \$500 cash donation was given by a local citizen.

The fire detector donation from FEMA is still in progress. Volunteers that do the installation will be required to be covered under OFD Workers Comp Insurance.

CERT/Firewise Report: A class for new CERTs will be held at the fire station on January 9, 16, 23, and 30th, 2016. Seven local citizens including several existing CERTs have expressed an interest in attending the four-day class.

Brush Dump Report: The Brush Dump continues to be an important part of our fire prevention program. The next brush burn should take place prior to the next fire season.

Call Load Report: See website for details,

Respectfully submitted by:
Fire Chief Larry Southard