

ORACLE FIRE DISTRICT BOARD MEETING MINUTES

March 9, 2016 / Approved April 13, 2016

Meeting was officially called to order at 6:18pm, Wednesday March 9, 2016 at 1475 W. American Ave., Oracle, AZ.

CALL TO ORDER / ROLL CALL:

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

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

1. PLEDGE OF ALLEGIANCE

2. CALL TO PUBLIC

No public response.

3. ACCEPTANCE OF THE PREVIOUS MINUTES

OFDBM Bristow made a motion to accept the February 10, 2016 minutes as presented. This was seconded by OFDBM Navarro. All were in favor. Motion carried.

4. CHIEF'S REPORT

Please report at end of this document.

5. DISCUSSION AND POSSIBLE ACTION REGARDING A RECORDS RETENTION POLICY.

Copies of the proposed OFD Records Retention Policy were included in Board packets, to be read prior to the meeting. Chairman McMurry asked the Board if there were any questions or discussion on the Policy. There were none. OFDBM Bristow made a motion to accept the Records Retention Policy as presented. Clerk Hill seconded the motion. All were in favor. Motion carried.

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 February 2016. Chief Acosta began the presentation with the February 2016 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).

Clerk Hill made a motion to accept the bank statements and reconciliation documents as presented. OFD Brown seconded the motion. All were in favor. Motion passed.

7. DISCUSSION AND POSSIBLE ACTION REGARDING THE ANNEXATION OF COPPER HILLS ESTATES.

Asst. Chief Jennings explained that he has continued communicating with the majority property owner, who is in favor of the OFD annexing his road, so that his new buildings will be covered by a fire district. A report on the progress will be made at the April Board meeting. This item was thus tabled until next month.

8. DISCUSSION AND POSSIBLE ACTION REGARDING THE SALE AND REZONING OF THE PROPERTY LOCATED AT 1010 E. MT. LEMMON HWY.

Chief Southard stated that the prospective buyer agreed to our counter of not performing any more improvements than those which were agreed upon earlier. No further information has been communicated. The item was tabled until next month.

9. SET A DATE(S) FOR HOLDING A BUDGET WORKSHOP.

Following a brief discussion, a special meeting budget workshop was set for Monday March 21, 2016 at 3pm. OFDBM Bristow moved to accept this meeting date, which was seconded by Clerk Hill. All were in favor. Motion passed.

10. ITEMS FOR NEXT MONTHS AGENDA

- ANNEXATION OF COPPER HILLS ESTATES.
- REGARDING THE SALE AND REZONING OF THE PROPERTY LOCATED AT 1010 E. MT. LEMMON HWY.
- Permit for storage unit

11. ADJOURNMENT

Clerk Hill moved to adjourn the meeting. This was seconded by OFDBM Bristow. All were in favor. Motion passed. Meeting adjourned at 7:40pm.

Next (regular) Board Meeting: Wednesday, April 13, 2016 at 6:15pm.

Minutes respectfully submitted,

Tina Acosta - Administrative Chief

Reviewed by OFD Board Clerk Franky Hill:

CHIEF'S REPORT - March 9, 2016

Staff Report:

Joel Manspeaker has successfully passed the requirements for becoming an

Engineer and he will receive his badge during the March Fire Board meeting. An Officer Meeting is scheduled for Saturday, March 12th. Reserve Firefighters Parra and Drury have been hired by Rural Metro of Tucson. Their academy is scheduled to begin during the first week of April. A Celebration of Life will be held at the Oracle Community Center on Saturday, March 12th for longtime OFD Dispatcher Mark Baird.

Vehicle Report:

All front line vehicles are currently in service.
Engine 691 recently had new rear tires installed.
Rescue 691 will be next for having all six tires replaced.

Fire Station & Equip Report:

The Holmatro Extrication Tools (Jaws of Life) recently had their annual service performed here by the factory service center.

Fire District:

The Pinal County Special District Meeting will be held in Casa Grande on March 15th. These meetings have always been very informative and Fire Board members are encouraged to attend whenever possible. Tax Year 2016 valuations have been received from the Pinal County Assessor's Office. Valuations are up slightly from last year. The State Forester's Office has approved our annexation request for State Trust Land located east of our existing boundaries. The paperwork is currently being processed by the Arizona State Land Department. One of the large land owners of Copper Hills Estates has requested to be annexed into our fire district. He has offered to assist with gathering annexation request letters from several other property owners.

Training Report:

Captain Farrell and Firefighter Rocky Ortiz attended the Arizona Wildfire Academy held in Prescott.

Events:

The 50th anniversary of OFD is quickly approaching. To celebrate, we will be holding an Open House type of event on Saturday, April 30th 2016 from 11:00 to 3:00. Oracle Firewise is providing the funding for several anniversary souvenir items and vinyl banners. Souvenir items include tee-shirts for staff and volunteers, along with coffee cups and pens for the public. Fire Board members are encouraged to attend.

Current Fire Conditions:

Fire conditions remain at Moderate. Two small wildfires occurred during February alongside of Highway 77. Both were promptly extinguished by on-duty crews.

A number of fires throughout Arizona and into Mexico have been burning in recent weeks. Several of the agencies we work with are predicting a rough fire season for Southern Arizona.

Wildland Fire Report:

Excerpts of Minutes from a recent Pinal County Wildland Team (PCWT) meeting: Arizona Forestry is redistricting the state. We will go from the current three districts (A1S, A2S, A3S) to a five district (A1S–A5S) system.

Every agency that wants to deploy MUST provide someone to the duty officer pool to take one week rotations as the PCWT Regional Duty Officer.

The state is taking a different approach for fires that may be in some of our response areas. If there is a fire on state land in/around our response areas, the state may elect to minimize suppression and utilize the fire as a prescribed fire, if it fits within prescription.

A training session will be held soon to provide newly assigned RDO's with the knowledge they'll need to fulfill their required one week of duty. OFD will participate in the training and the RDO responsibilities.

Grant Report:

We're still waiting to hear from FEMA regarding the AFG 2016 application.

Robert and Tina have been working with Pinal County Emergency Management on a 75/25% cost sharing grant for hazardous fuels reduction. This grant would reach outside of ongoing WFHF project areas.

The Florence Wildland Team is scheduled to resume hazardous fuels projects in Oracle on March 14th under the WFHF 2015 grant.

The Forester's Office has received some additional funding for hazardous fuels removal on State Trust Land. Potential projects may include the west side of Oracle and the Oracle State Park. This funding has to be spent by June 2016.

Donations: None to report.

CERT/Firewise Report:

CERT's recently repaired a cut fence at the Brush Dump.

A free smoke detector and carbon monoxide program funded through a grant has been completed by CERT and community volunteers. Around 180 units have been installed.

A Firewise Board meeting was held on March 8th.

Oracle CERT's were represented at a CERT meeting that was held in Tucson on February 12th. This meeting was well attended by CERT Coordinators from around the state. After the meeting we were given a guided tour of the Pima County Emergency Operations Center which includes 911 Dispatch for Pima County Sheriff's Department and a number of local fire departments.

Brush Dump Report:

Plans are being made to burn next week during Spring Break at the school. Burning is subject to having adequate staffing, heavy equipment for pushing the brush, and current and predicted weather conditions. Capacity of the brush dump is nearly full.

Call Load Report: see website.

Respectfully submitted by: Fire Chief, Larry Southard