

## ORACLE FIRE DISTRICT BOARD MEETING MINUTES

January 11, 2017 / Approved February 8, 2017

Meeting was officially called to order at 6:15.p.m, Wednesday January 11, 2017 at 1475 W. American Ave., Oracle, AZ.

### **CALL TO ORDER / ROLL CALL:**

Members Present: Chairman McMurry and OFDBM Brown, OFDBM Bristow and OFDBM Suter. Members absent: Clerk Hill

Staff Present: Chief Jennings, Admin. Chief Acosta, Admin. Asst. Lilliana Gallego

### **1. PLEDGE OF ALLEGIANCE**

**2. CALL TO PUBLIC** No response.

### **3. ACCEPTANCE OF THE PREVIOUS MINUTES**

OFDBM Suter made a motion to accept the minutes from the regular meeting on Dec. 14, 2016. as presented. This was seconded by OFDBM Brown. All were in favor. Motion carried.

### **4. Discussion and possible action regarding a combined resolution deleting ex-fire board member Manny Navarro and adding new board member Dale Suter as an authorized signer on OFD general fund, pension fund and explorer warrants.**

OFDBM Bristow made a motion to accept the resolution, which was seconded by OFDBM Brown. All were in favor. Motion was passed.

### **5. SWEARING IN OF NEW FIRE CHIEF ROBERT JENNINGS (Oath of Office)**

**6. CHIEF'S REPORT** See end of this document.

### **7. DISCUSSION AND POSSIBLE ACTION REGARDING FIRE BOARD ELECTION OF OFFICERS**

OFDBM Bristow made a motion to nominate Clerk Hill as Chairman, which was seconded by OFDBM Brown. All were in favor.

Chairman McMurry made a motion to nominate OFDBM Suter as Clerk, which was seconded by OFDBM Brown. All were in favor.

### **8. DISCUSSION AND POSSIBLE ACTION REGARDING THE MONTHLY FINANCIAL DOCUMENT, 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 2016. Chief Acosta began the presentation with the December 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).

#### **9. ITEMS FOR NEXT MONTH'S AGENDA.**

- History: Photos and plaques of past chiefs
- Changes of PSPRS after Chief Southard's retirement.
- Vehicle attrition and possible replacement.

#### **10. CHIEF'S REPORT:**

- **Staff Report:** Staffing continues to be at good levels for covering all shifts.
- **Vehicle Report:** All front line vehicles are currently in service.
- **Fire Station & Equip Report:** All equipment is currently in service. The building permit has made some progress, Evan from Pinal county has agreed to approve the plan review. The next step is to obtain a building permit.
- **Training Report:** Crews continue to train daily
- **Current Fire Conditions:** Fire conditions displayed on the Coronado National Forest sign have remained at MODERATE.
- **Wildland Fire Report:** none
- **Grant Report:** Crew will be in Oracle to finish up the grant in Jan.
- **Donations:** Donations will be reported during the Fire Board meeting.
- **CERT/Firewise Report:** A Firewise meeting will be held on Jan. 17 at 4:00.
- **Brush Dump Report:** A Burn was conducted on Dec. 27, 2016.
- **Call Load Report:** See OFD website for information.

#### **12. ADJOURNMENT**

OFDBM Suter moved to adjourn the meeting. This was seconded by OFDBM Brown. All were in favor. Motion passed. Meeting adjourned at 7:55pm.

**Next Board Meeting - Wednesday February 8, 2017, 6:15pm.**

Minutes respectfully submitted,  
Lilliana Gallego - Administrative Assistant  
Reviewed by OFD Board Clerk Dale Suter