

ORACLE FIRE DISTRICT BOARD MEETING MINUTES

January 20, 2021 / Approved February 17, 2021

Meeting was officially called to order by Chairman Walker, at 6:20 pm, Wednesday, January 20, 2021 at 1475 W. American Ave., Oracle, AZ.

CALL TO ORDER: Staff Present at OFD: Chief Jennings, Admin. Manager Acosta, Admin. Assistant Cheney.

1. PLEDGE OF ALLEGIANCE

2. ROLL CALL Board members present: Clerk McNulty. OFDBM Arias and Chairman Walker were connected by phone. Board members absent: Brown and Hill.

3. CALL TO THE PUBLIC Supervisor Kevin Cavanaugh, newly elected for the Pinal County Board of Supervisors Office, District 1, and his assistant Joshua Franklin, from the Mammoth office, were present. They each introduced themselves and gave a brief history of their backgrounds.

4. ACCEPTANCE OF THE PREVIOUS MINUTES

Chairman Walker called for a motion to accept the minutes for the regular board meeting on December 16, 2020. Clerk McNulty made the motion and OFDBM Arias seconded the motion. All were in favor, motion passed.

5. 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 ending balances, income, and expenses, for each bank account and the OFD credit card, for December 2020, compared to the total year budget and income. Tina then went over the 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 National Bank Visa card. Chairman Walker called for a motion to accept the bank statements, reconciliation documents, and balance sheets from December 2020. Clerk McNulty made the motion and OFDBM Arias seconded the motion. All were in favor. Motion passed. Clerk McNulty signed all the financial documents.

6. DISCUSSION AND POSSIBLE ACTION SWEARING IN OF THREE BOARD MEMBERS FROM THE LAST ELECTION CYCLE.

Due to OFDBM Arias connecting remotely, this line item has been placed on the February 2021 meeting agenda.

7. DISCUSSION AND POSSIBLE ACTION REGARDING OFFICER ELECTIONS.

The election of officers was determined at the December 2020 meeting. OFDBM Arias has accepted the position of Chairman and OFDBM McNulty has accepted the position of Clerk.

8. DISCUSSION AND POSSIBLE ACTION REGARDING PINAL COUNTY WARRANT RESOLUTION TO ADD SIGNATURE FOR JIM McNULTY.

After a brief discussion, Chairman Walker called for a motion to adopt the Pinal County warrant resolution to add Jim McNulty as a signer, and to remove Bud Bristow (deceased). Clerk McNulty motioned to adopt the resolution as presented, which was seconded by OFDBM Arias. All were in favor. Motion passed.

9. DISCUSSION AND POSSIBLE ACTION REGARDING NEW MINIMUM WAGE INCREASE.

OFD staff recently discovered that the minimum wage for 2021 increased to \$12.15 per hour, from \$12.00. The change has been implemented and all employees are up to date on their wages.

10. DISCUSSION AND POSSIBLE ACTION REGARDING SELLING/AND OR DONATING E-693 AND EXPIRED SCBA'S.

Chief Jennings asked the board members if they were still in agreement with selling E-693, according to the OFD policies and procedures, and using the funds to purchase a new brush truck or other needed apparatus. The board members expressed that they are still in agreement with the sale and with the intent.

Chief Jennings then asked the board for permission to donate the expired SCBAs to another agency outside of the US, since they cannot be sold with the expired bottles. Chairman Walker called for a motion to donate the expired SCBAs to another agency outside of the US. Clerk McNulty made the motion and OFDBM Arias seconded, all in favor motion passed.

11. DISCUSSION AND POSSIBLE ACTION REGARDING HR POLICIES.

No discussion.

12. CHIEF'S REPORT

Fire Dist.:

- Pinning of new Fulltime FF Marasa and FF Huerta
- COVID-19 update/crew protection
- Tender update
- Board uniforms
- Medical update

Injuries/ Accidents:

- None

Repairs:

- C-691 New battery
- Engine 691 block heater
- Generator block heater

Cert/Firewise:

- Meeting on 1/6/21 -report. Next meeting on Feb 9

Grant Report:

- Tina will report

Brush Dump:

- Open / still working on better system for monitoring.

Call Load Report:

See OFD website for information.

13. ITEMS FOR NEXT MONTH'S AGENDA

Line item #6 to swear in Clerk Arias as a returning board member and as the new Chairman for 2021, an amendment to the lease/purchase agreement with Zions Bancorporation for the new water tender, and the annual Chief's evaluation.

14. ADJOURNMENT

Chairman Walker asked for a motion to adjourn. Clerk McNulty made the motion to adjourn. This was seconded by OFBM Arias. All were in favor. Motion passed. Meeting adjourned at 7:20 pm.

Next REGULAR Board Meeting – Wednesday, February 17, 2021 at 6pm.

Minutes respectfully submitted: Cherie Cheney – OFD Administrative Assistant
Reviewed by OFD Chairman Walker or Clerk McNulty