

ORACLE FIRE DISTRICT BOARD MEETING MINUTES

MARCH 8, 2017 / Approved APRIL 5, 2017

Meeting was officially called to order at 6:21pm, Wednesday March 8, 2017 at 1475 W. American Ave., Oracle, AZ.

CALL TO ORDER / ROLL CALL:

Members Present: Clerk Suter , OFDBM Brown, and OFDBM Bristow.

Members absent: OFDBM McMurry, Chairman 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 Bristow made a motion to accept the minutes from the regular meeting on Feb. 8, 2017, as presented. This was seconded by OFDBM Brown. All were in favor. Motion carried. A second motion to accept the Special Meeting minutes from February 22, 2017 was made by OFDBM Bristow, which was seconded by Clerk Suter. All were in favor. Motion was passed.

4. SWEARING IN NEW ASSISTANT FIRE CHIEF BRIAN MCGINNIS

(OATH OF OFFICE) – Was moved to next month's meeting.

5. DISCUSSION AND POSSIBLE ACTION REGARDING PSPRS

Chief Acosta reported that Don Mineer from the PSPRS recommends that we start pre-funding the employer portion of the salary contributions. For example, raise the contribution rate from the current 12.66% to 15%, as we know that the costs will be increasing depending upon investment returns and the monies that will be paid out to employees following the Hall case. He also expects a possible 6% increase in costs for the next fiscal year.

Motion was made by OFDBM Bristow to accept pre-funding, at 14%, and was seconded by Clerk Suter. All were in favor. Motion carried.

6. BUDGET UPDATE

After discussing the proposed budget, prepared by the OFD Chiefs, OFDBM Bristow made a motion to go into executive session for personnel matters. This was second by OFDBM Brown. All were in favor. Motion was passed at 6:57pm.

Board returned to regular session at 7:15pm.

7. CHIEF'S REPORT. See Chief's report at end of this document.

8. 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 2017. Chief Acosta began the presentation with the February 2017 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 Bristow made a motion to accept the bank statements, reconciliation documents, and balance sheet, as presented, with a modification to change the Volunteer Pension Fund Income amount from \$0 to \$1674.89, as noted on the February bank statement from Pinal County Treasurer. Clerk Suter seconded the motion. All were in favor. Motion passed.

9. CHIEF'S REPORT:

- **Fire Station & Equip Report:** The helmets from the grant that Capt. Ferrell applied for have arrived and will be put into service soon.
- **Grant Report:** A left over grant was offered to Oracle Fire Dist. Tina will report.
- **Donations:** Donations will be reported during the Fire Board meeting.
- **CERT/FIREWISE Report:**

Tina attended a country thunder meeting that will involve the certs. (Tina will report)

A FIREWISE meeting will be held on March. 21st at 1600 hrs.

Pinal county and our auditor see no issues for the capital outlay for the backhoe purchase.

10. Other:

- Board member Bristol asked about posting the Assistant Chiefs salary in the budget. Tina contacted Pinal county special districts representative Pamela Villarreal and was advised that the Chief nor the Assistant Chief are required to be posted.
- **Fire Chiefs board:** Kate Horton has submitted some ideas. Chief Jennings will look them over soon and continue to work with her on it.
- **Special district meeting:** March 28th, 7:30am-1:00pm with lunch in Casa Grande. Board members are highly encouraged to attend.
- **Call Load:** See OFD website for information.

11. ITEMS FOR NEXT MONTH'S AGENDA.

- Swearing in new Assistant Fire Chief
- Budget

12. ADJOURNMENT

Clerk Suter moved to adjourn the meeting. This was seconded by OFDBM Brown . All were in favor. Motion passed. Meeting adjourned at 7:57pm.

Next Board Meeting - Wednesday April 5, 2017, 6:15pm.

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