

ORACLE FIRE DISTRICT BOARD MEETING MINUTES

APRIL 20, 2022 / Approved May 16, 2022

Meeting was officially called to order by acting Chairman Hill, at 6:10 pm, April 20, 2022 at 1475 W. American Ave., Oracle, AZ.

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

1. PLEDGE OF ALLEGIANCE 6:10 pm

2. ROLL CALL Board members present: Chairman Hill, Brown and Clerk McNulty. Board members Absent: Arias and Walker.

3. CALL TO THE PUBLIC The Fire Chief, his wife, and the Assistant Chief from the Mammoth Fire District were present. They thanked Chief Jennings for his assistance in getting them situated.

4. ACCEPTANCE OF THE PREVIOUS MINUTES

Chairman Hill called for a motion to accept the previous Fire Board Minutes from March 16, 2022. Clerk McNulty made the motion and OFDBM Brown seconded the motion. All were in favor. Motion passed.

5. DISCUSSION AND POSSIBLE ACTION REGARDING BUDGET MATTERS, MONTHLY FINANCIAL DOCUMENTS INCLUDING BANK RECONCILIATION AND CASH FLOW PROJECTIONS

Board Communication Memorandums were provided to each Board member prior to the meeting. These had the beginning and ending balances, income, and expenses, for each bank account and the OFD credit card, for March 2022, compared to the total-year budget and income. Acosta then went over the bank statements and reconciliation reports for each OFD account (General Fund, Volunteer Pension accounts held at the Pinal County Treasurer's Office, the Chase Bank (payroll account), and the National Bank Visa card. Chairman Hill called for a motion to accept the bank statements, reconciliation documents, the balance sheets, and the Memorandum. OFDBM Brown made the motion and Clerk McNulty seconded the motion. All were in favor. Motion passed. Clerk McNulty signed all the financial documents.

6. DISCUSSION AND POSSIBLE ACTION REGARDING ADOPTING FY 2022/2023 BUDGET.

Chief Jennings presented three budget drafts to the Fire Board. Each draft was discussed in detail. Chairman Hill called for a motion to accept budget draft #1. OFDBM Brown made the motion and Clerk McNulty seconded the motion. All were in favor. Motion passed. The draft budget will be posted in three public places on April 21, 2022.

7. DISCUSSION AND POSSIBLE ACTION REGARDING THE USE OF A NEW ATTORNEY TO REPRESENT THE FIRE DISTRICT.

Chief Jennings discussed communication issues with the current District attorney and proposed engaging on an "at-will and as-needed" basis with an

alternate attorney, Thomas Benavidez, out of Tucson, who came highly recommended. Chief Jennings presented the Letter of Engagement from Mr. Benavidez to the Fire Board. Chairman Hill called for a motion to approve signing the Letter of Engagement, which will allow Mr. Benavidez to represent the Oracle Fire District. OFDBM Brown made the motion and Clerk McNulty seconded the motion. All were in favor. Motion passed.

8. DISCUSSION AND POSSIBLE ACTION REGARDING HR POLICIES.

No policies presented.

9. CHIEF'S REPORT.

Fire Dist.:

- Assisting Mammoth Fire
- Explorer/E-693
- 2022-23 budget update
- East building update
- SPCCA meeting March 21st update
Next meeting June 13th 1800 hrs
- Volunteer program

Injuries/ Accidents:

- None

Repairs:

- Viper starter

Cert/Firewise:

- Statement to be provided.
- Firewise meeting 4/12/22
- Community newsletter going out soon
- Free brush day - May 7, 2022

Grant Report:

- Tina will report

Brush Dump:

- Open / burning soon

Call Load Report:

See OFD website for information.

10. ITEMS FOR NEXT MONTH'S AGENDA

#6 Further discussion on Budget

#8 Discussion and possible action regarding HR Policies.

11. ADJOURNMENT Chairman Hill called for a motion to adjourn. Clerk McNulty made the motion and OFDBM Brown seconded the motion. All were in favor. Motion passed. Meeting adjourned at 7:34pm.

Next REGULAR Board Meeting -

Wednesday, May 18, 2022 at 6pm

Minutes respectfully submitted: Cherie Cheney - OFD Admin. Assistant

Reviewed by: OFD Chairman Hill or Clerk McNulty