

ORACLE FIRE DISTRICT BOARD MEETING MINUTES

MAY 13, 2020 / Approved June 10, 2020

Meeting was officially called to order by Chairman Walker, at 6:03 pm, Wednesday, May 13th, 2020 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**

Roll call was called by Chairman Walker. Board members present: Chairman Walker, Clerk Arias, OFDBM Brown.

Board members absent: OFDBM Hill and OFDBM Bristow.

3. **CALL TO PUBLIC** No public present.

4. **ACCEPTANCE OF THE PREVIOUS MINUTES**

OFDBM Brown made a motion to accept the minutes from the regular meeting on April 8th, 2020. This was seconded by Clerk Arias. All were in favor. Motion was 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 April 2020. The Admin. Manager began the presentation with the April 2020 actual income and expenses, compared to the total year budget. She 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.

Clerk Arias made a motion to accept the bank statements, reconciliation documents, and balance sheets from April 2020. Chairman Walker seconded the motion. All were in favor. Motion was passed.

6. **DISCUSSION AND POSSIBLE ACTION REGARDING 2020/2021 BUDGET**

There was a brief discussion, during which all board members in attendance agreed to present the budget as posted on April 23, 2020, on the OFD website, the Oracle post office, and the OFD front office.

7. **PUBLIC HEARING REGARDING 2020/2021 BUDGET**

No public attended the public hearing.

OFDBM Brown motioned to adopt the proposed Budget for FY 2020/2021, Clerk Arias seconded the motion. All were in favor, motion passed. Chairman Walker and Clerk Arias signed all documents required for the budget adoption.

8. DISCUSSION AND POSSIBLE ACTION REGARDING THE CERTIFICATION OF NON-INDEBTEDNESS.

The Admin. Manager presented the Certification of Non-Indebtedness to the Board members. Chairman Walker and Clerk Arias signed the document.

9. DISCUSSION AND POSSIBLE ACTION REGARDING THE IGA WITH THE PINAL COUNTY ELECTION AND RECORDER DEPARTMENT FOR THE NOVEMBER 3, 2020 ELECTION.

OFDBM Brown made a motion to approve the IGA and Clerk Arias seconded the motion. All in favor, motion passed. Chairman Walker, Clerk Arias and OFDBM Brown signed the documents.

10. DISCUSSION AND POSSIBLE ACTION REGARDING THE WARRANT RESOLUTION WITH THE PINAL COUNTY TREASURER FOR FY 2020/2021.

Clerk Arias made a motion to adopt the warrant resolution with Pinal County Treasurer. OFDBM Brown seconded the motion. All were in favor, motion was passed. Chairman Walker, Clerk Arias and OFDBM Brown signed all documents. Signatures from OFDBM Hill and OFDBM Bristow will be obtained at a later date.

11. DISCUSSION AND POSSIBLE ACTION REGARDING ANNEXATION

Now that the State is starting to open up some businesses following the COVID-19 crisis, Chief Jennings may try to obtain more signatures on the annexation petition in the weeks to come and will work on a strategy for the remainder of the signatures.

12. CHIEF'S REPORT

- Fire Dist.:
 - COVID-19 update/crew protection
 - Annexation update
 - NFS update/lan
 - Budget-draft
 - Tender update
 - SCBA update
- Injuries/ Accidents: None
- Repairs:
 - None
- Cert/Firewise:
 - Activities on hold
- Grant Report:
 - Tina will report
- Brush Dump:
 - Filling up quickly
- Call Load Report: See Oracle Fire website for information.

13. DISCUSSION AND POSSIBLE ACTION REGARDING UPDATED HR POLICIES No discussion.

14. ITEMS FOR NEXT MONTH'S AGENDA.

Agenda items #11 and 13.

15. ADJOURNMENT

OFDBM Brown made a motion to adjourn. This was seconded by Clerk Arias. All were in favor. Motion was passed. Meeting adjourned at 6:54 pm.

Next REGULAR Board Meeting - **Wednesday, June 10th, 2020** at
6pm

Minutes respectfully submitted,
Cherie Cheney - Admin. Assistant
Reviewed by OFD Chairman Walker or Clerk Arias