

## ORACLE FIRE DISTRICT BOARD MEETING MINUTES

AUGUST 9, 2017/ Approved September 13, 2017

Meeting was officially called to order at 6:17.p.m, Wednesday August 9th, 2017 at 1475 W. American Ave., Oracle, AZ.

### CALL TO ORDER / ROLL CALL:

Members Present: Chairman Hill, OFDBM McMurry, and OFDBM Bristow  
Members absent: Clerk Suter, and OFDBM Brown 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 minutes from the regular meeting on July 19, 2017, as presented. This was seconded by OFDBM McMurry . All were in favor. Motion carried.
4. **DAVID SELBY PINNING.**
5. **DISCUSSION AND POSSIBLE ACTION REGARDING BIDS FOR STORAGE BUILDING.** OFDBM Bristow made a request for Chief Jennings to check with county attorney regarding reopening bids. Once the bids are received Chief Jennings will then call a special meeting.
6. **DISCUSSON AND POSSIBLE ACTION REGARDING UPDATING INTERNAL CONTROL AND FRAUD RISK POLICIES.** OFDBM Bristow made a motion to accept and adopt the new policy, which will now override the three old policies. This was then seconded by OFDBM McMurry All were in favor. Motion was passed and Policy was adopted.
7. **DISCUSSION AND POSSIBLE ACTION REGARDING SALE OF ENGINE 693.** OFDBM Bristow made a motion giving permission for Chief Jennings to start the selling process, and to sell the Engine.
8. **DISCUSSION AND POSSIBLE ACTION REGARDING SALE/DONATION OF THE OLD CASCADE SYSTEM.** Board granted approval for Chief Jennings to make a decision on whether or not to sell or donate the old system.
9. **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 July 2017. Chief Acosta began the presentation with the July 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, OFDBM McMurry seconded the motion. All were in favor. Motion passed.

OFDBM McMurry made a motion to also accept the corrected monthly financial documents, including bank reconciliation, and cash flow projections for the month of July 2017, as presented, OFDBM Bristow seconded the motion. All were in favor. Motion was passed.

#### **10. CHIEF'S REPORT – August 9th, 2017:**

##### **Fire Station:**

- The permit has made through the building safety phase.
- The upstairs will be remodeled starting as soon as the contractor can start.
- We will be purchasing a new computer for the Captains office and upgrading the front computers.

##### **Fire updates:**

- Eng. 692 left for Oregon yesterday with Paul, Tyler, and Nick. We wish them safe travels and assignment.
- Chief Jennings has put together a large meeting with other local fire districts including the state level. This meeting is to get all the districts on the same page when responding to other areas during mutual aid and state assignments. It will also give the districts a chance to discuss state and mutual aid contracts. This is due to the Roach Fire.

**Fire Chief wall:** Down to two choices. Decision will be soon.

**Grant Report:** Tina will report

**CERT/FIREWISE Report:** Barb. Elliott handed out appreciation certificates to CERTS That helped on the Roach fire and the Top of The World fire at the last CERT meeting.

**Apparatus Purchase/replacement:** Close to being complete.

**Call Load Report:** See OFD website for information.

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

#### **12. ADJOURNMENT.**

OFDBM McMurry moved to adjourn the meeting. This was seconded by OFDBM Bristow. All were in favor. Motion passed. Meeting adjourned at 7:45pm.

**Next Board Meeting – Wednesday September 13, 2017, 6:15pm.**

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