

## ORACLE FIRE DISTRICT BOARD MEETING MINUTES

August 10, 2016 / Approved: September 14, 2016

Meeting was officially called to order at 6:20.p.m, Wednesday August 10, 2016 at 1475 W. American Ave., Oracle, AZ.

### 1. CALL TO ORDER / ROLL CALL:

Members Present: Chairman McMurry, Clerk Hill, OFDBMs Brown, and Navarro

Members absent: OFDBM Bristow

Staff Present: Chief Larry Southard, Asst. Chief Jennings, Admin. Chief Acosta, Admin. Asst. Lilliana Gallego

### 2. PLEDGE OF ALLEGIANCE

3. CALL TO PUBLIC No public response.

### 4. ACCEPTANCE OF THE PREVIOUS MINUTES

OFDBM Brown made a motion to accept the minutes from July 13, 2016 as presented. This was seconded by Clerk Hill All were in favor. Motion carried.

5. CHIEF'S REPORT - See end of this document.

**6. 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 2016. Chief Acosta began the presentation with the July 2016 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 Navarro made a motion to accept the bank statements, reconciliation documents, and balance sheet, as presented. Clerk Hill seconded the motion. All were in favor. Motion passed.

**7. DISCUSSION AND POSSIBLE ACTION REGARDING DEDICATING 5 FEET OF AMERICAN AVENUE ROAD FRONTAGE TO PINAL COUNTY AS THE NEXT STEP IN OBTAINING A PERMIT FOR THE STORAGE BUILDING AT STATION ONE.**

Chief Southard reported that the survey has been completed and we are now awaiting the documents. Once they are received, they will be hand carried to

Florence to be recorded. Chief is hopeful that we will have the permit in time to have the Board sign a Resolution for the dedication at the September 2016 Board meeting.

#### **8. REPORT OF CURRENT AND FUTURE STATUS OF THE OFD PSPRS**

**ACCOUNT.** Chief Acosta requested to table this item until she receives an answer to an email sent to PSPRS requesting a representative travel to OFD to make a presentation of the current changes and to discuss how the retirement of Chief Southard will affect the OFD PSPRS account funding. The Board agreed to table this item until the September Board meeting.

#### ***OLD BUSINESS.***

9. A Board Resolution requesting the cancelation of the Oracle Fire District election process for the November 2016 General Election was drafted for adoption at this meeting in case the number of candidates for the three vacant Board member positions is equal to or lower than the number of open positions (3). In this case, the Resolution shall be filed with the BOS to cancel the election. Resolution 2016-08-01 was signed by OFD Chairman Bill McMurry and Clerk Franky Hill.

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

Item #6: regarding dedicating road frontage

Item #8: regarding current and future status of the OFD PSPRS account

#### **11. ADJOURNMENT**

Clerk Hill moved to adjourn the meeting. This was seconded by OFDBM Navarro. All were in favor. Motion passed. Meeting adjourned at 7:05pm.

#### **Next Board Meeting – Wednesday Sep. 14, 2016, 6:15pm.**

Minutes respectfully submitted,

Tina Acosta – Administrative Chief / Reviewed by OFD Board Clerk Franky Hill

#### **12. CHIEF'S REPORT:**

**Staff Report:** Several new Reserve Firefighters were hired in July. Staffing is at a good level for covering all 3 shifts, plus having adequate personnel to backfill during an extended wildfire assignment.

**Vehicle Report:** All front line vehicles are currently in service.

Rescue 691 had to spend several days at Oracle Ford for transmission issues.

Rescue 692 and Engine 692 cover for that vehicle while it is out of service.

**Fire Station & Equip Report:** All equipment is currently in service.

The SCBA and Fill Station are scheduled for annual service and maintenance on August 17th and 18th. Mask "fit testing" is done at the same time.

**Fire District:** The 2016 Summer AFDA Conference was held on July 15th and 16th in Glendale AZ. Robert and Tina attended the two day conference. The Fire Board election candidate filing period began on July 11th and closes on August 10th.

Office assistant Lilly has created a Facebook page for OFD and she has volunteered to do the postings. Fire Board members are encouraged to visit our page.

**Training Report:** A multi-agency training exercise is in the early planning stages. Robert and Harley are working together and they have invited neighboring emergency responder agencies to participate. The first planning meeting was held on Saturday July 30th and it was attended by five fire districts, two law enforcement agencies, one EMS helicopter and one ground ambulance company. The exercise will take place near the old BHP mine site on September 17th.

State Fire School will take place again this year in Mesa and we will be sending three firefighters along with Assistant Chief Jennings to attend the September classes.

**Events:** A company picnic is being planned for Saturday, October 1st. More information will be presented during the September Fire Board meeting.

**Current Fire Conditions:** Fire conditions have remained at VERY HIGH throughout the summer; however Coronado National Forest has indicated that our fire hazard conditions may soon downgrade to High or possibly even Moderate due the recent rains.

**Wildland Fire Report:** We were deployed to a wildfire that was reported to be burning about 15 miles south of Oracle in Coronado National Forest. Several heavy rain storms extinguished the fire without much intervention from our wildland crew.

Our Type 3 Engine is currently in the number four position on the rotation list and it could quickly move upwards and be deployed if neighboring states start requesting Arizona wildfire resources.

**Grant Report:** The Florence Wildland Team has been working in Oracle on Mondays, Tuesdays and Wednesdays. A lot of progress has been made in the Oak Hills Estates area and the projects we have lined up for that area will be coming to an end soon.

Last week we requested the second half of the WFHF 2015 Grant funds be authorized by the grant officials at the State Foresters Office in Phoenix. We are hoping that we don't have to suspend fuels treatments while we are waiting for approval.

**Donations:** To be reported during the Fire Board meeting.

**CERT/Firewise Report:** The next CERT meeting will be held on August 9th at 4:00 PM. Two awards will be presented by Firewise Board members during the meeting. Those awards will be given to a commercial property and a residential property for doing an outstanding job of making their property safer from wildfire. Each property will be presented with a sign to display in their yard.

CERT Co-Chairs David Harris and Doug Johnson have applied to take a CERT Instructor course at the National Fire Academy in Emmitsburg MD. If selected, they will attend during the second week of September.

**Brush Dump Report:** Truckloads of brush continue to be brought in every day of the week.

The recent brush burn went exceptionally well, all objectives were met and we were able to scrape the brush holding area clean of ashes and debris. The next burn will be scheduled during the winter when conditions are once again favorable for burning.

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

Respectfully submitted by:  
Fire Chief, Larry Southard