

ORACLE FIRE DISTRICT BOARD MEETING MINUTES

SEPTEMBER 10, 2019 / APPROVED OCTOBER 9, 2019

Meeting was officially called to order at 6:02 pm, Tuesday, September 10, 2019 at 1475 W. American Ave., Oracle, AZ.

CALL TO ORDER:

Staff Present: Chief Jennings, Admin. Manager Acosta, Admin. Assist. Lilliana Gallego

1. PLEDGE OF ALLEGIANCE

2. ROLL CALL

Chairman Brown did a roll call. Board members present were Chairman Brown, Clerk Walker, OFDBM Arias and OFBM Bristow. Board members absent were OFDBM Hill.

3. CALL TO PUBLIC No response.

4. ACCEPTANCE OF THE PREVIOUS MINUTES

Clerk Walker made a motion to accept the minutes from the regular meeting on August 14, 2019 and the Special meeting on August 26th. This was seconded by OFDBM Arias. All were in favor. Motion was passed.

5. DISCUSSION AND POSSIBLE ACTION REGARDING CHIEF'S PLAQUES

Line item was discussed. Chairman Brown suggested a "perpetual plaque" to be hung in the front office with name plates for each previous fire chief and room for more. There was also mention of a plaque in the front office with the photo and name of the current fire chief. These are in addition to OFDBM Bristow's suggestion of having a plaque with the name, photo, and dates for each past fire chief to be displayed in the east bay. No action was taken.

6. DISCUSSION AND POSSIBLE ACTION REGARDING ANNEXATION

Following discussion, Clerk Walker made a motion to accept the impact statement as presented to the board, instructing Chief Jennings to proceed with the annexation of the Campo Bonito area. This was seconded by OFDBM Bristow. All were in favor. Motion was passed.

7. DISCUSSION AND POSSIBLE ACTION REGARDING UPDATED HR POLICIES

Line item was moved to next month's meeting.

8. DISCUSSION AND POSSIBLE ACTION REGARDING THE FLOW OF THE AGENDA

OFDBM Bristow made a motion to move the presentation and discussion of financials towards the beginning of the meeting. This was seconded by OFDBM Arias. All were in favor. Motion was passed.

9. CHIEF'S REPORT • Cancer Awareness Moment: Keep your mask on even during overhaul. Respiratory cancer is one of the most common cancers for Firefighters.

- Fire Dist.:
 - Annexation update
 - Audit update
- Injuries/ Accidents: None to report
- Repairs: None to report
- Cert/Firewise:
 - Training and assisting FD
- Grant Report: Tina will report.
- Explorers: Continue to drill/meet
- Brush Dump: Daily use.
- Call Load Report: See Oracle Fire website for information.

10. 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 August 2019. Tina began the presentation with the August 2019 actual income and expenses, compared to the total year budget. She then displayed 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 Walker made a motion to accept the bank statements, reconciliation documents, and balance sheets from August 2019. OFDBM Bristow seconded the motion. All were in favor. Motion was passed.

11. ITEMS FOR NEXT MONTH'S REGULAR MEETING AGENDA.

- Annexation
- #7

12. ADJOURNMENT

Clerk Walker made a motion to adjourn. This was seconded by OFDBM Bristow. All were in favor. Motion was passed. Meeting adjourned at 7:11 pm.

Next PUBLIC HEARING – Wednesday, October 2, 2019 at 6pm

Next REGULAR Board Meeting – Wednesday, October 9, 2019 at 6pm

Minutes respectfully submitted,
 Lilliana Gallego – Administrative Assistant
 Reviewed by OFD Chairman Brown or Clerk Walker