

ORACLE FIRE DISTRICT BOARD MEETING MINUTES

SEPTEMBER 15, 2021 / Approved October 12, 2021

Meeting was officially called to order by acting Chairman Walker, at 6:00 pm, September 15, 2021 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 6:02pm

2. ROLL CALL Board members present: OFDBM's Walker and Arias, Clerk McNulty. Board members absent: Chairman Hill and OFDBM Brown.

3. CALL TO THE PUBLIC None Present.

4. ACCEPTANCE OF THE PREVIOUS MINUTES

Acting Chairman Walker called for a motion to accept the August 2021 board minutes. Clerk McNulty made the motion and OFDBM Arias 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 August 2021, 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. Acting Chairman Walker called for a motion to accept the bank statements, reconciliation documents, the balance sheets, and the Memorandum. OFDBM Arias 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 PINAL COUNTY / PHI HELIPAD LEASE AGREEMENT.

OFD Board members had been sent copies of a Lease Agreement between Pinal County and the Oracle Fire District for usage of the helipad in Oracle, a Sublease Agreement between the Oracle Fire District and PHI Health, LLC, and a temporary permit license between Pinal County and the Oracle Fire District. Chief Jennings answered questions regarding the documents. Following the discussion, Acting Chairman Walker asked for a vote to approve and sign the temporary permit license. Clerk McNulty made a motion to accept, OFDBM Arias seconded the motion. All were in favor. Motion passed. Again, Acting Chairman Walker asked for a motion to accept and sign the lease agreements. Clerk McNulty made the

motion, OFDBM Arias seconded the motion. All were in favor. Motion passed. After a brief clarification, Acting Chairman Walker asked for a motion to amend the previous vote to allow Chief Jennings to sign the sublease agreement with PHI Health, LLC, instead of the Board. Clerk McNulty made a motion and OFDBM Arias seconded the motion. All were in favor. Motion passed.

7. DISCUSSION AND POSSIBLE ACTION REGARDING HR POLICIES

No policies were presented.

8. CHIEF'S REPORT.

Fire Dist.:

- COVID-19 update/ crew protection
- Medical update
- Reader Board update
- Fire School update
- Fire Trucks unlimited tour – E-691 refurbish

Injuries/ Accidents:

- None

Repairs:

- Generator
- E-692 4x4 light

Cert/Firewise:

- Statement to be provided.

Grant Report:

- Tina will report

Brush Dump:

- Closed as of 7/26/21 Max capacity
- Burn 9/11/21

Call Load Report:

See OFD website for information.

8. ITEMS FOR NEXT MONTH'S MEETING.

9. ADJOURNMENT

Acting Chairman Walker called for a motion to adjourn. OFDBM Arias made a motion, Clerk McNulty seconded the motion. All were in favor. Motion passed. Meeting adjourned at 7:10 pm.

**Next REGULAR Board Meeting and Public Budget Hearing –
Wednesday, October 20, 2021 at 6pm**

Minutes respectfully submitted:

Cherie Cheney – OFD Administrative Assistant

Reviewed by OFD Chairman Hill or Clerk McNulty