

ORACLE FIRE DISTRICT BOARD MEETING MINUTES

May 11, 2016 / Approved June 8, 2016

Meeting was officially called to order at 6:24pm, Wednesday May 11, 2016 at 1475 W. American Ave., Oracle, AZ.

CALL TO ORDER / ROLL CALL:

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

Members Absent: OFDBM Brown

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

1. PLEDGE OF ALLEGIANCE

2. CALL TO PUBLIC No public response.

3. ACCEPTANCE OF THE PREVIOUS MINUTES

OFDBM Bristow made a motion to accept the minutes from April 13 and the 25th, 2016 as presented. This was seconded by Clerk Hill. All were in favor. Motion carried.

4. CHIEF'S REPORT See end of this document.

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 end balances, income and expenses, for each bank account and the OFD credit card, for April 2016. Chief Acosta began the presentation with the April 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).

Clerk Hill made a motion to accept the bank statements and reconciliation documents as presented. OFDBM Navarro seconded the motion. All were in favor. Motion passed.

6. DISCUSSION AND POSSIBLE ACTION REGARDING THE SALE AND REZONING OF THE PROPERTY LOCATED AT 1010 E. MT. LEMMON HWY.

The prospective buyer of the "Old Station" accompanied Chief Southard to a rezoning meeting in Florence, which went very well. This person has communicated with the Chief that he would like to close the sale on time, May 27, 2016, and he will then assume the responsibilities or following through with the rezoning. The OFD will still have to pay associated fees. This will happen by deducting \$5,500 from the proceeds of the sale. Chief Southard recommends

that the Board accept his offer. We also have to pay for the certification of the septic system. Chief Southard will not be in Oracle on May 27th, but will call Chairman McMurry and Clerk Hill to ask them to go into the realtor's office to sign the closing documents.

OFDBM Bristow made a motion to allow Chief Southard to proceed with the closing of the sale. 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 requested the local surveyor to rewrite the legal description for the curve on American Avenue, which is holding up the permitting project. The surveyor was familiar with the request, as he has been working on this same rewrite for a business further east on American Ave., and said he would start working on it as soon as possible.

8. DISCUSSION AND POSSIBLE ACTION REGARDING OUR FIXED ASSET SCHEDULE.

Chief Acosta presented the list of assets and supporting documentation to the Board. Following a very brief discussion, OFDBM Bristow made a motion to accept the estimates as presented. Clerk Hill seconded the motion. All were in favor. Motion passed.

9. DISCUSSION AND POSSIBLE ACTION REGARDING CHANGING THE MEETING SCHEDULE.

Following a brief discussion on the pros and cons of the current time, the Board decided to keep the current time at 6:15pm.

10. DISCUSSION AND POSSIBLE ACTION REGARDING AN IGA FROM THE ARIZONA STATE FORESTRY DIVISION.

Staff explained the contract, which is between OFD and Az. State Forestry, and enables us to be called out on wildland fire calls. Our legal council, Donna Aversa, stated that it was necessary for the Board to sign the contract as well. Ms. Aversa also stated that she was in agreement that the contract was appropriate and signed it herself.

OFDBM Bristow made a motion to sign the IGA. Clerk Hill seconded the motion. All were in favor. Motion passed and the IGA was signed by Chairman McMurry and Clerk Hill.

11. DISCUSSION AND POSSIBLE ACTION REGARDING A RESOLUTION FROM THE PINAL COUNTY TREASURER'S OFFICE.

Chief Southard recommended that the Board sign the Resolution to continue using the bank accounts provided by the Pinal County Treasurer's Office.

OFDBM Bristow made a motion to sign the Resolution from Pinal County. Clerk Hill seconded the motion. All were in favor. Motion passed.

12. ITEMS FOR NEXT MONTHS AGENDA

- Items 6, 7, of this agenda.
- Staff to present progress on transfer of responsibilities of Fire Chief.
- Update on Board member elections.
- AFDA training July 14 – 16, in Phoenix.

13. ADJOURNMENT

Clerk Hill moved to adjourn the meeting. This was seconded by OFDBM Navarro. All were in favor. Motion passed. Meeting adjourned at 7:55pm.

Next Board Meeting – Wednesday June 8, 2016, 6:15pm.

Minutes respectfully submitted,

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

Chiefs Report – May 11th, 2016

Staff Report: Hiring of five new reserve firefighters has provided a well-deserved break for the existing reserves including giving us additional wildland firefighters to help fill our state contract requirements, and to provide “back-fill” staffing during wildland fire assignments. One new reserve was recently put to the test on his first day of work with having back to back calls including a commercial structure fire and a multi-vehicle collision on Highway 77.

Battalion Chief Brian McGinnis was presented with the first annual Don Hartman award for his outstanding service to the fire district. His family was in the audience to watch him receive this special recognition.

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

The code lights, siren and radio for the F-150 are nearly finished. This project has been done “in-house” by Chief Jennings. He is also working with Corporate Signs of Tucson to get the decals installed.

The antique fire truck “Engine One” continues to have renovations done by several local volunteers that are working with Oracle CERT member Dale Suter. A number of local citizens have expressed how pleased they were to see the old engine participating again in the Oaks Festival Parade.

Fire Station & Equip Report: The wheelchair ramp leading from the meeting room into the dayroom has been re-sloped and new floor tiles have been installed.

The re-zoning project for the old fire station has progressed to the point where we have been issued a PZ number from Pinal County. The next step is a meeting with Pinal County planning staff that has been scheduled for May 10th. Chief Southard and the property buyer will be attending the meeting.

Fire District: Owners of eighteen properties at Copper Hills Estates have signed letters stating they wish to be included in our fire district. An Oracle Fire Board Resolution agreeing to include those properties in our fire district has been recorded by the Pinal County Recorder. The Assessor's Office has been given those documents and the next step will be sending copies to the Arizona Department of Revenue.

Training Report: Our base hospital held an EMT CE class here on April 16th. Doctor Vickery and Katie Tuttle from Saint Joseph Hospital taught the two hour class on King Airways.

An EMT Refresher class will be held here on the weekends of May 7th and 14th. Arizona EMT's are required to take this class every two years.

Several months ago a fuels thinning project was started on a ten acre property located near Oak Hills Estates. A chain saw class held by the Florence Wildland Team left a few hundred large piles of tree trimmings on the property. Another training class using the mastication machine has recently transformed a portion of that fire hazardous property into a park-like setting. Additional training is expected to take place at that same location.

Events: The Oaks Festival Parade and the 50th Anniversary events went exceptionally well. Both were well attended and very well planned and organized by staff and volunteers from CERT and Firewise.

The Hartman family was our guests of honor at the 50th Anniversary celebration that was held on April 30th. The family was presented with a plaque honoring their family for service, dedication and sacrifices made to the Oracle Fire District.

Our next public event will be an evacuation preparedness presentation that will be held at the Oracle Community Center at 6:30 PM on May 19th. Speakers from the Sheriff's Office, DPS, Pinal County Emergency Management and Red Cross Disaster Services have been asked to speak.

Current Fire Conditions: Fire conditions have remained at HIGH and Red Flag Warnings have been frequent. These windy days are exceptionally hazardous for fast spreading grass/brush fires. Coronado National Forest recently measured the moisture content of our fire fuels and they have stated the fuels are within a normal range for this time of the year.

A recent commercial structure fire was quickly extinguished by on-duty crews with very little damage to the building and the contents.

Wildland Fire Report: No local fires to report.

Grant Report: Project work on the WFHF Grant has continued to be placed on hold while the Florence Wildland Team is working on a fuels project at the Oracle State Park. We are hoping to resume defensible space and community fuel break projects during the 2nd half of June.

Donations: To be reported during the meeting.

CERT/Firewise Report: CERT's and Firewise have done an outstanding job with planning and preparation for the Oracle Oaks Festival and the OFD 50th Anniversary.

Brush Dump Report: The Brush Dump brush piles were last burned on March 15th. The burn went very well and all objectives were accomplished. The next burn will take place after the summer monsoon is well in place. In an effort to create more room for additional brush, a local contractor has been pushing the loose brush into more compacted piles while we wait for the next burn.

Call Load Report: see website for the call load.

Respectfully submitted by: Fire Chief, Larry Southard