

## ORACLE FIRE DISTRICT BOARD MEETING MINUTES

June 10, 2015 / approved July 8, 2015

Meeting was officially called to order at 6:25 pm, Wednesday June 10, 2015 at 1475 W. American Ave., Oracle, AZ.

### CALL TO ORDER / ROLL CALL:

Members Present: Clerk McMurry, OFDBM s Bristow and Navarro.

Members Absent: Chairman Brown, OFDBM Smallhouse (deceased in May 2015) / Staff Present: Chief Larry Southard, Admin. Chief Acosta, Capt. Paul Farrell.

#### 1. PLEDGE OF ALLEGIANCE.

#### 2. A MOMENT OF SILENCE FOR DECEASED FIRE BOARD MEMBER CHUCK SMALLHOUSE WAS HELD.

#### 3. ACCEPTANCE OF PREVIOUS MINUTES.

OFDBM Bristow made a motion to accept the revised minutes from May 14, 2015. The motion was seconded by OFDBM Navarro. All were in favor. Motion passed.

#### 4. CALL TO PUBLIC.

No public.

#### 5. CHIEF'S REPORT

Chief's Report is at end of this document.

Chief Southard requested the Board approve a donation of \$100.00 from the OFD Donations account to the Arizona Cancer Center, in memory of Chuck Smallhouse, OFD Board member who recently passed away. The Board was unanimously in agreement.

#### 6. DISCUSSION AND POSSIBLE ACTION REGARDING FISCAL YEAR 2015/2016 DOCUMENTS FOR THE PINAL COUNTY TREASURER'S OFFICE.

Chief Southard explained that these were documents from Pinal County, which need to be completed annually in order to continue holding our General and Volunteer Pension Funds with the County. This also allows access to the online bank information by the Fire Chief, Admin. Chief and Bookkeeper, as well as confirms Board signatures for all warrants.

OFDBM Bristow made a motion to allow OFD to continue to use the Pinal

County Treasurer for the General Fund and Volunteer Pension Funds. This was seconded by OFDBM Navarro. All were in favor. Motion passed. The documents were signed by all Board members present.

**7. DISCUSSION AND POSSIBLE ACTION REGARDING LISTING THE OLD FIRE STATION AT 1010 E. MT. LEMMON HWY FOR SALE.**

Chief Southard reported that he received a real estate appraisal from Oracle Land & Homes and a confirmation that the property is not zoned commercial. The appraisal came in higher than he had expected. There is an interested client who lives in SaddleBrooke and is considering it for personal use. The San Pedro Behavioral Health Center had expressed interest in the building in the past. OFDBM Bristow stated that discussion of prices should be made in Executive Session and that we first need to know whether we are willing to sell the building, then we would need a listing agreement. OFDBM Bristow made a motion to go into Executive Session. This was seconded by OFDBM Navarro. All were in favor. Motion passed to go into Executive Session.

Returning from Executive Session: OFDBM Bristow moved to declare the property at 1010 E. Mt. Lemmon Hwy surplus property and asked that Chief Southard take whatever measure necessary for disposal per our policies. OFDBM Navarro seconded the motion. All were in favor. Motion passed.

**8. DISCUSSION AND POSSIBLE ACTION REGARDING THE SALE OF "OUT OF SERVICE" VEHICLES PRESENTLY BEING STORED IN THE OLD STATION.**

Chief Southard reported that "out of service" vehicles had been prepped for sale, meaning stripped of all OFD identification, and he asked to be allowed to list them on Craig's List rather than at an auction. Policy states that a notice needs to be placed "10 days prior to an auction". The Public Notice can be that we are listing them on Craig's List.

OFDBM Bristow moved to allow the Chief to make the decision of how to list the vehicles and to make the decision to accept an offer in the best interest of OFD. OFDBM Navarro seconded the motion. All were in favor. Motion passed.

**9. DISCUSSION AND POSSIBLE ACTION REGARDING FINALIZING THE BUILDING PERMIT FOR THE STEEL STORAGE BUILDING.**

Chief Southard recommends getting a final permit for erecting the steel building, currently in the parking lot to the east of the Fire Station. He

believes that since he was the one who started the permitting process that he should be the one to see it through to the end. This item will be tabled until the next meeting.

OFDBM Bristow requested that a discussion on how to replace the open Board seat be placed on the next Board meeting agenda and suggested that the Board allow Staff to announce the vacancy as they had in the past to start the process and request letters of interest.

Continued from previous Board meeting: Chief Southard passed around the amended Wage and PTO scales for Board signatures.

## **10. ADJOURNMENT**

OFDBM Bristow 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, July 8, 2015 at 6:15pm.**

Minutes respectfully submitted,  
Tina Acosta – Administrative Chief  
Reviewed by OFD Board Clerk Bill McMurry

### **CHIEF'S REPORT – June 10, 2015**

**Financial, Budget & Account Balances Report:** Documents will be presented by Admin. Chief Acosta.

**Staff Report:** A Staff Meeting has been scheduled for June 20 at 0800 hours. We will provide an overview and a visual presentation of the OFD website.

**Vehicle Report:** All of our first line vehicles are currently in service. Several of our older vehicles have been “prepped” to be sold. Preparation has included the removal of fire district equipment and tools including code light/sirens and the removal of decals and striping.

**Fire Station & Equip Report:** An oil leak has been discovered inside of the SCBA Fill Station. The factory service rep has diagnosed the problem and parts have been ordered from the factory.

The annual hose testing process has been completed and fire hydrant maintenance including grass cutting has been started.

The helicopter dip tank has been filled and is in service.

**Fire District:** The 2015 AFDA Summer Conference will be held in Tucson on June 26 and 27. Recent legislation has made it a requirement for Fire Board members to attend several specific classes and those classes are being offered

at this conference. Chief Acosta and Chief Southard will attend the conference on both days.

Chief Southard met with Chief Stanford of SMFD on May 19 to discuss several long term planning issues and to talk about future multi-agency training exercises.

**Training Report:** Saint Joseph's Hospital will be holding an EMT CEU training event here on June 20 at 0900 hours.

**Events:** A Tree Workshop was held on Saturday, May 16 at the Oracle Community Center. The guest speakers did an outstanding job; however attendance was small (likely due to the heavy rains). A Firewise grant covered the cost of renting the OCC including the cost advertising and newsletters.

**Current Fire Conditions:** Fire conditions remain at High. OFD crews responded to an RV (truck/camper) fire on May 26 in the Timberline Drive area. The fire was contained to the immediate area of the vehicle and did not spread into the surrounding area. The vehicle was a total loss.

**Wildland Fire Report:** Recent fires in Cochise County have moved us ahead on the deployment list for a Type 6 assignment. Our Type 3 engine is still near the top of the deployment list. As Oracle approaches EXTREME Fire season (typically the last week of June and the first half of July) our availability to respond to State Contract fires will be constantly re-evaluated.

**Grant Report:** Pinal County has paid the 2 progress billing for the Firewise Grant. That grant is nearing the end of the available funding.

**Donations:** None.

**CERT/Firewise Report:** An Evacuation pre-planning meeting was held on May 21. Oracle CERTs and OFD attended the meeting.

**Brush Dump Report:** Once again the scheduled brush burn had to be cancelled. The burns that were scheduled for March and April were cancelled due to windy conditions and the May burn was cancelled due to heavy rains. At this time it is looking like we may have to try and hold the brush until after the monsoon begins.

Respectfully submitted by: Fire Chief, Larry Southard