

**MINUTES OF THE REGULAR MEETING OF THE
GROOM CREEK FIRE DISTRICT BOARD OF DIRECTORS
HELD
Tuesday, November 4, 2014**

A Regular Meeting of the Groom Creek Fire District Board of Directors was called to order on Tuesday, November 4, 2014 at 7:33 PM, at 1110 E. Friendly Pines Road - Prescott, Arizona.

Agenda: Regular Meeting –

Roll Call

Present at the meeting were the following members of the Groom Creek Fire Board of Directors: Chairman Robert Schulz, Board Vice-Chairman Gary Williams, Board Clerk Terry Hammon and Fire Chief Todd Bentley represented the Fire District.

Approval of minutes of Previous Regular Meeting:

Terry Hammon seconded by, Gary Williams made a Motion to Approve the Minutes of the October 07, 2014 Regular Meeting and it passed unanimously.

Public Appearances

None

Chief's Report

1) Operations Update – The Chief reported that there were 8 calls for service during October. He also announced that Neal Pinson (Fuels Crew Supervisor) is resigning to take another employment opportunity. The Chief mentioned that there was a candidate to replace Neal and that a transition was set for the upcoming week.

2) Grant Update - Chief Bentley noted that the Assistance to Firefighter's Grant application period has opened and the District would be applying under the vehicles and operations categories once again.

3) Miscellaneous - Chief Bentley said that the district received a donation of an ATV and that all that was need to repair it was a fuel tank which has been ordered. The resident who donated it was given a donation receipt. The Chief asked about his participation on the Incident Management Teams. The Board mentioned that the only concern was when he and the Assistant Chief might be gone at the same time. Chief Bentley mentioned that he met with a resident of the Potato Patch area and they would bring a written request for annexation to the December 2 Board Meeting. Chief Bentley also said that he has been asked to be an instructor for ADEM and should he accept the status, ADEM would pay the District for his time and travel.

Financial Reporting

1. Account Balances as of 11/03/14:

- a. General Fund – (211,070.76)
- b. Compass Bank – 3,068.29
- c. Wildland Fund – 7,923.06
- d. Line of Credit – (100,000.00)
- e. Reserve Fund – 208.29
- f. Accounts Receivable – 161,024.91
- g. Taxes Receivable – 407,420.62

2. Financial Reports - September 2014

The September 2014 financial statements were reviewed. *Terry Hammon made a motion to approve the Financial Reports, Bob Schulz seconded and the motion passed unanimously.*

Old Business –

1. 2013-14 Audit Results - Chief Bentley discussed the field work done by the auditors while at the station October 23-24. He said that there were a handful of journal entries that were requested to be made and some guidance offered on the personnel files. Changes were made and forwarded to the auditor.

New Business -

1. Ebola Response - The Chief stated that the District was looking into the needs for proper response to infectious disease and would be purchasing the items needed. He said that the Prescott area is looking at protocols to standardize the response for the region. The cost of the Personal Protective Equipment would be minimal.

2. AFDA Winter Conference - Chief Bentley encouraged the Board to attend the AFDA conference in January to comply with the changes in statute for training of Board Members. Information on the session would be forwarded as soon as made available.

Adjournment

Gary Williams made a motion to adjourn the meeting and it was seconded by Terry Hammon. The motion carried. Meeting was adjourned at 8:09 P.M.

Dated this 7th day of November 2014 by: _____ Board Clerk.
Terry Hammon