

**MINUTES OF THE REGULAR MEETING OF THE  
GROOM CREEK FIRE DISTRICT BOARD OF DIRECTORS  
HELD**

**Tuesday, December 02, 2014**

A Regular Meeting of the Groom Creek Fire District Board of Directors was called to order on Tuesday, December 02, 2014 at 7:30 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 November 04, 2014 Regular Meeting and it passed unanimously.*

**Public Appearances**

**Paul Moore - Potato Patch / Walker Annexation Request -**

Mr. Moore, accompanied by 3 additional members of the public, provided letters of support and requested the Groom Creek Fire District Board of Directors pursue annexation of the Potato Patch, Walker and Mountain Pines Acres areas. Mr. Moore stated that as a retired Phoenix Fire Department Battalion Chief (and with other members of the public with an extensive fire service background) desired to have a professional fire and emergency medical service with sworn members who had a duty to act in their area. Mr. Moore described the relationship between the Potato Patch area and Walker Fire. He mentioned that plans were being developed to have an unstaffed station with a Walker Fire apparatus located in the area and an agreement between the WFPA and Potato Patch Homeowner's Association that was not desired by several members of the community. He mentioned that he has support from the other areas (Walker and Mountain Pine Acres) to make this request.

After a question and answer period with the Board and public in attendance, the Groom Creek Fire Board accepted the letters of request. Terry Hammon informed the public that in order for the proposal to continue, support from the communities affected would need to far exceed the minimum statutory requirement of 51% and that if the issue was contentious that there would be no reason for the Groom Creek Fire District to continue to pursue the annexation. Chief Bentley mentioned that he would look at the request as a merger of operations with Walker Fire and that there was some mutually beneficial reasons to investigate further.

Chief Bentley outlined the statutory requirements for the District to affect a boundary change. The Chief stated that the next step would be the development of an impact statement. He said that given the time of year, it would take until the February Fire Board Meeting to have the information compiled by the County Assessor's Office and develop a legal description of the physical boundary proposed. He anticipated that the impact statement would be available to be presented at the February meeting and if accepted, the Board would then need to set a hearing date within 20-30 of receipt of the impact statement. The area that would be affected would be notified by mail of the hearing and would be their opportunity to appear before the Groom Creek Fire District Board.

## Chief's Report

**1) Operations Update** – Chairman Schulz give Terry Hammon with the Oath of Office after receiving certification of the Election Results. Chief Bentley mentioned that the City of Prescott has a Council Meeting on December 16th with a request from the Prescott Fire Chief to donate a surplus fire engine to the District. The Chief also said that he had contacted AZ State Forestry regarding a fuels vehicle replacement from the Federal Excess Property Program. The Chief reported that there were 9 calls for service during the previous month including 2 public assists, 1 defective appliance, 1 motor vehicle accident, 3 EMS calls, 1 odor investigation and 1 water line break.

**2) Grant Update** - Chief Bentley noted that the Assistance to Firefighter's Grant application for Operations was prepared. The request is for \$25,000 in training funds for the Northern AZ AHIMT. Chief Bentley stated that the New Business item for the District to assume host agency responsibility would provide the means for the grant submission.

**3) Miscellaneous** - Chief Bentley said District prepared 10 year financials for the AFDA Legislative Agenda Meeting and that those were shared with the Board by email. The Fire Chief reported that the heart monitor was being sent for warranty repair. The reserve monitor will be in service in the interim. The Chief also informed the Board of a meeting with AZ State Forestry on December 10 to assess the tornado damage and funding for the removal of debris. The Chief mentioned that the GCFD Christmas Party was scheduled for December 13th.

## Financial Reporting

### 1. Account Balances as of 12/01/14:

- a. General Fund – (89,432.10)
- b. Compass Bank Payroll – 2,998.66
- c. Compass Bank Wildland – 9,259.24
- d. Line of Credit – (100,000.00)
- e. Reserve Fund – 208.29
- f. Accounts Receivable – 159,297.46
- g. Taxes Receivable – 248,534.64

### 2. Financial Reports - October 2014

The October 2014 financial statements were provided by email and reviewed. *Terry Hammon made a motion to approve the Financial Reports, Gary Williams seconded and the motion passed unanimously.*

## Old Business –

**1. 2014 Election Results** - Chief Bentley reported that the certification of election/appointment was received. Terry Hammon was sworn in earlier in the meeting.

## New Business -

**1. Board Member Chair and Clerk Elections** - Pursuant to Arizona Revised Statutes, The Groom Creek Fire District Board nominated Robert Schulz as Board Chairman and Terry Hammon as Board Clerk. Gary Williams will remain as the Board Vice-Chairman. *Gary Williams made a motion to approve the nominations, Terry Hammon seconded the motion and it passed unanimously.*

**2. Ladder Rack Repair E41** - Chief Bentley requested \$1500 for the repair of the ladder rack for Engine 41. He mentioned that the rack was not able to lower and that issue caused a safety concern as firefighters were having to climb on the bumper to lower the ladder from the engine. The replacement of the actuators was estimated at \$1233.44 from United Fire. Chief Bentley said that the additional funds requested would cover the cost of shipping. *Gary Williams made a motion to approve the \$1500 expense for the ladder rack repair. Terry Hammon seconded the motion and it passed without dissent.*

**3. NAZ AHIMT Host Agency** - Chief Bentley requested that the Fire District is recognized as the host agency for the Northern Arizona All-Hazards Incident Management Team. This will allow the District to apply for grant funds to support the team and would not require any expense from the District. *Robert Schulz made a motion to approve the request as Host Agency for the NAZ AHIMT. Gary Williams seconded the motion and it passed unanimously.*

**4. PSPRS Contributions FY 2015-16** - Chief Bentley provided the results of the Actuarial Valuations as a point of information. He reported that the Employer Contribution would be .30% lower in the upcoming fiscal year and the Employee Contribution was going to increase by .60% as the changes in the PSPRS legislation required. He mentioned that this will be on the agenda for the PSPRS Local Board meeting in January. *No Board Action taken.*

#### **Adjournment**

*Gary Williams made a motion to adjourn the meeting and it was seconded by Robert Schulz. The motion carried. Meeting was adjourned at 8:47 P.M.*

**Dated this 5th day of December 2014 by: \_\_\_\_\_ Board Clerk.**

Terry Hammon