

**MINUTES OF THE REGULAR MEETING OF THE
GROOM CREEK FIRE DISTRICT BOARD OF DIRECTORS
HELD
Tuesday, February 7, 2017**

A Regular Meeting of the Groom Creek Fire District Board of Directors was called to order on Tuesday January 3, 2017 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: Board Vice Chairman Bob Schulz, Board Clerk Gary Williams, Board Chairman Terry Hammon. Interim Fire Chief Ernesto Manzanedo represented the Fire District

Approval of minutes of Previous Regular Meeting:

Gary Williams made a Motion to Approve the Minutes of the January 3, 2017 Regular Meeting, seconded by Bob Schulz, and it passed unanimously.

Public Appearances:

None

Chief's Report

1) Operations Update –

Interim Fire Chief Manzanedo reported 6 calls for service, 5 medical calls, 1 Public Assist.

2) Grant Update:

The Type 6 grant process is moving forward on schedule, and Firefighter Bob Bieth has completed and submitted the required 6 month progress report as required by the Department of Homeland Security. We are still awaiting a confirmation from the company building our truck that they have acquired the chassis, but we are confident that the builder will deliver the truck on schedule.

While working on the Type 6 grant it became obvious to us that we will have to find a place to house the truck with requiring any of our current trucks in our fleet to have to be stored outside. The simplest and most cost effective solution we found was to construct a "shed next to our station where we can store our Side By Side ATV Rescue vehicle (Rescue 41). Interim Fire Chief Manzanedo stated that he was not looking for any type of motion to approve the expenditure of funds at this time, but would do some more research and have a formal proposal for the next board meeting and may be seeking funding approval at that time.

3) Full Time Fire Captain & Firefighter Testing Process Completed

Josh Krueger placed first in the rankings, and working as "B" shift Captain, Jim Gillihan placed second, working as "C" shift Captain, Bob Bieth placed third and will be considered for any Captains position opening that is available over the next 12 months. Interim Chief Manzanedo then gave a brief overview of what the testing process entailed.

Interim Chief Manzanedo reported that he and Brennan Johnstone had agreed that Brennan would step down as a Full Time Captain to the position of ALS Reserve immediately in order for Josh Krueger could assume his promotional placement as Shift Captain. Brennan will remain employed as a GCFD Reserve without benefits, until he completes his Firefighter Academy(6 - 8 weeks) in preparation for his full Time Position with Prescott Fire Department in April 2017.

Interim Chief Manzanedo requested that at the beginning of the March Board meeting he would like to have a brief Badge Pinning ceremony for our three Captains, including Nate Hallowell and our ALS Firefighter Bob Bieth who have both been awarded their positions a year ago and has yet to be formally "pinned".

Financial Reporting

- a. **Account Balances as of 12/31/2016** General Fund – 118,979.83
 - i. Compass Bank (Payroll) = 11,945.83
 - ii. Compass Bank (Wildland) = 485.18
 - iii. Line of Credit = 100,000.00
- b. Capital Reserve Fund = 1,898.73
- c. Accounts Receivable = 39.96
- d. Taxes Receivable = 108,648.80

Financial Reports – December 2016

Interim Chief Manzanedo reported that he is working on establishing a electronic fund transfer for receiving Fire Reimbursements from AZ State Forestry directly into our County General Fund, as requested by our Yavapai County Treasurer.

The December 2016 financial statements were provided to the Board Clerk and reviewed. *Gary Williams made a motion to approve the Financial Reports, Bob Schulz seconded the motion and the motion passed unanimously.*

**Old Business –
None**

New Business -

1) Interim Chief requested that the Board consider making a motion to approve paying Firefighter Bieth at the ALS rate. Bob has been doing the job of a paramedic Firefighter since April of last year without the pay rate increase since he was certified as Paramedic, due to our agency's financial constraints. Interim Chief Manzanedo reported the following information to the board regarding the differences between Bob's current rate and the proposed rate increase.

BLS F/F : Reg. 11.39/OT 17.09 = 34,056

ALS F/F : Reg. 12.63/18.94 = 34,798

Annual difference = \$742.00 annual/ \$ 62.00 month

After the wage information was provided to the Board, there was a short discussion by the Board. Gary Williams made a motion to approve the wage increase for Bob Bieth from the Fire fighter rate of 11.39/hr. to the ALS Firefighter of 12.63/hr. to be effective starting on Sunday February 12, 2017.

2) Upcoming Budget Workshop date to be announced . It will be scheduled before the end March. We should have the expected tax revenue report for the next fiscal year by the 10th of this month. As soon as this report is received, Interim Chief Manzanedo will contact the Board members in order to schedule the workshop.

Board Member Comments - More discussion was had between the Board members and Captain Hallowell, who is in charge of the ATV Shed project.

Call to the Public: Dee Schultz announced that the new community newsletter was available on the GCFD website .and that they could use volunteers to help publish it quarterly.

David Turbyfill shared a report on the recent City of Prescott Council Meeting, where he learned of City of Prescott property that could potentially be put up for sale, that may be of interest to the Groom Creek Community.

Mr. Canter asked if the Forest Service was planning on burning piles on Spruce Mtn. anytime soon, and Interim Chief Manzanedo assured him that as soon as that information was made available to our agency , that it would be posted on our website and in the sign board in front of the fire station.

Adjournment -

Gary Williams made a motion to adjourn the meeting and it was seconded by Bob Schulz . The motion carried. Meeting was adjourned at 7:57 P.M.

Dated this 7th day of February 2016 by: _____ **Board Clerk.**
Gary Williams