

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

Monday, May 20, 2019

A Special Meeting of the Groom Creek Fire District Board of Directors was called to order on Monday May 20, 2019 at 10:00 A.M., at 1110 E. Friendly Pines Road - Prescott, Arizona.

Agenda: Special Meeting –

Meeting called to order.

Pledge of Allegiance

Roll Call

-Present at the meeting were the following members of the Groom Creek Fire Board of Directors, Board Chairman Andy Nilsen, Board Treasurer Jennifer Haslip, Board member Laura Flood and Board Clerk Tom Price. Fire Chief Manzanedo represented the Fire District. This represents a quorum and the meeting was continued and chaired by Board Chairman Andy Nilsen, according to district bylaws.

Approval of minutes of Previous Meetings:

-The minutes of Regular Board meeting dated May 7, 2019 and Special Board meeting dated May 13, 2019. Motion by Board Chairman Andy Nilsen Seconded by Board member Laura Flood, No discussion, vote was all in favor, Motion passed, Minutes approved as written.

Public Appearances: None

Old Business:

-Updated District By-laws were brought up for ratification by Board Chairman Andy Nilsen, Seconded by Board member Laura Flood. No discussion, Vote was all in favor. Motion passed.

-District Policy #100-1o was discussed with changes to reflect cash flow limit for the Chief to increase the amount from current \$1,000.00 to \$5,000.00

- All checks less than \$500.00 only needing one signature. And all checks over \$500.00 requiring two signatures.

Motion to approve made by Board Chairman Andy Nilsen, Seconded by Board Treasurer Jenifer Haslip. No further discussion, Vote was all in favor. Motion passed.

-Discussion on Chiefs contract renewal and new Evaluation Form. Further clarification on rating portion of the evaluation was presented to the Chief and all Board members.

-Discussion on who should receive and fill out the evaluations was determined.

-Discussion of possibility including a bonus to the Chief if he achieves the goals he set during his review.

-Board Chairman reviewed some samples of surrounding area Departments/Districts Chiefs salary for comparison.

-No further discussion at this time.

- Another Special Board meeting is needed to continue discussion regarding these matters.

New Business:

- Preliminary information of upcoming Fire Fighters contract.
- Current District Fire Fighter salary ranges and steps were discussed along with comparisons of surrounding area Department/Districts, as well as private Ambulance Service and State salaries.
- No further discussion at this time.
- This topic will need further discussion at another Board meeting.

-Board Chairman Andy Nilsen has met with another possible Board candidate from the Spruce Mountain area, and hopes to introduce him to the Chief, Board and the Public at the next Board meeting. This could be the fifth member completing the Five Member Board.

-Board Chairman Andy Nilsen motioned to conduct another Special Meeting open to the public, on June 10, 2019 at 10:00 A.M. at the Fire Station to conduct further discussion on unfinished business.

Board Member comments:

- Board Chairman Andy Nilsen thanked the Board Members for their service.

Adjournment :

-Board Chairman Andy Nilsen made a motion to adjourn. Board Member Laura Flood seconded the motion and there was no discussion, the motion passed unanimously. The meeting was adjourned at 11:10 A.M.

Dated May 23, 2019 by: Thomas Price Board Clerk , Thomas Price