

**MINUTES OF THE REGULAR MEETING OF THE
GROOM CREEK FIRE DISTRICT BOARD OF DIRECTORS
HELD
Tuesday June 2, 2020**

The Regular Meeting of the Groom Creek Fire District Board of Directors was called to order on Tuesday June 2, 2020 at 6 P.M / 18:00 hours, at 1110 E. Friendly Pines Road - Prescott, Arizona 86303

Agenda: Regular 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, and Board Clerk Tom Price, Fire Chief Ernesto Manzanedo. 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 the GCFD Special Board meeting dated May 26, 2020. Motion by Board Chairman Andy Nilsen Seconded by Board Clerk Tom Price, No discussion, vote was all in favor, Motion passed, Minutes approved as written.

Community Comments: Community member Jerry Shultz inquired if the Firefighters Association fund raising Groom Creek stickers were available. Yes, they are available for purchase.

Public Appearances: None

Chief's Report:

Calls for Service : The month of May 2020 was a rather busy month, there were 10 calls for service.

Fire Chief Ernesto Manzanedo gave a brief overview of a single motor vehicle accident on Wolf Creek Rd. Acting Captain Tillman did exceptionally well on the incident, as well as all others involved. The crash involved two patients who later signed off and were not transported. Along with Groom Creek, Prescott Fire responded with one Engine, and a Battalion Chief, 2 YCSO Sheriff's Deputies, and 2 Lifeline Ambulances.

There was another vehicle accident involving a single vehicle swerving to avoid oncoming traffic then collided head on into the guard rail on Senator Highway. All the occupants were assessed on scene and they all signed medical releases

Another call was for a structure fire at Prescott Pines Camp. The duty crew, off going duty crew and reserves all responded. Also responding were 3 engines from Prescott Fire. First arriving companies made a quick knock down of the fire and crews did salvage and overhaul once the fire was out. There were no occupants of the building at the time of the fire and there were no injuries. Preliminary investigation finds no suspicious activity, and it is looking like old faulty

electrical wiring in the attic crawl space could be the cause of the fire at this time. Chief Manzanedo wants to thank all crew members for a job well done!

Fire Chief Ernesto Manzanedo gave an update on the call volume for year to date is at 200. This is a steady increase in call volume each year. The calls range in EMS, motor vehicle crashes, trail rescues structure fires, wild fires and many other types of calls. Continued training of the District crews enable them to respond and mitigate what ever they are faced with. Thanks to all, keep up the good work.

There is a fire ban in place mandated by the Prescott National Forest This ban restricts al open fires in the forest at this time. As of 5 P.M. May 6, 2020 there will be an additional ban on recreational shooting in the Forest. These bans shall remain in effect until further notice.

In addition to the fire ban we are now in Stage 2 Fire Restrictions as of June 3, 2020. This will remain in effect until further notice. Please contact the Fire District for any further questions regarding the Do's and Don'ts.

Chief Manzanedo reported that as of May 31, 2020 the line of credit is paid off we have a cash balance of \$72, 693.69 which is very good for this time of year.

Financial Reporting:

Board Treasurer Jennifer Haslip began with a brief review of April 30, 2020 financials

Financial Reports for April 30, 2020

- 1) General Fund - \$82,268.10
- 2) Payroll Account- \$6,925.84
- 3) Line of Credit – Paid Off
- 4) Capital Reserve - \$13.34

Old Business: Board Treasurer Jennifer Haslip reported that District Accountant Jackie Moreland, District Administrative assistant Pat DeGraff have been working hard to clear up the PSPRS Pension Fund issues. They have completed 2019 and 2020 and are now working on 2018. After completing 2019 and 2020 it has shown that the District has overpaid for both years 2019 and 2020 to the fund. It is the Districts intention to calculate monies for each member and cut a check to reimburse the monies due to each individual.

GCFD Board Chairman Andy Nilsen mentioned that the Chief's contract and bonus clause are soon approaching. These issues along with the new fiscal year budget need to be addressed prior to the end of this current fiscal year. Evaluation forms have been issued to the full time Personnel, the Chief and the Board. These have been completed and turned in. A special meeting workshop to address these items was agreed upon by all members involved to be on Monday June 8, 2020 at 2:00 P.M.

New Business:

GCFD Board Chairman Andy Nilsen stated that he had spoken to the County Special Districts regarding the District regarding the 3 to a 5 member board

change. He stated that we do have the go ahead to do so. There are 4 positions available at this time. There is interest in 3 positions so far. Board Treasurer, Board Clerk and General Board Member. Any interest District residents interested in any of the positions outside of Board Chairman will need to state their intentions to the District Board and contact the County for the necessary paperwork. GCFD Board Chairman Andy Nilsen handed out the necessary forms to Board Treasurer Jennifer Haslip and Board Clerk Tom Price. He gave a description of the process to fill out and time line to be followed by the interested Board candidates.

Board Chairman Andy Nilsen made a motion to move from a 3 person Board to a 5 person board for the fiscal year 2020-2021. Motion Seconded by Board Treasurer Jennifer Haslip, There was no discussion, Vote was all in favor, Motion passed.

Board Member Comments: Board Chairman Andy Nilsen Wished to thank the Fire Board , Chief and the Captains and Firefighters for their hard work

Community Comments: Community member Jerry Shultz wished to express his sincere gratitude to the Fire District for the most wonderful feeling that we have the professional members of the Fire District to be available to respond to our needs, Thank You All!

District Administrative Assistant Pat DeGraff informed the public that Ms. Donna Baade of Realty One in Prescott is hosting a Fire District appreciation coffee and donuts at the Groom Creek Park Ramada on Saturday June 6, 2020 at 9:00 A.M till 10:30 A.M. All District residents are welcome.

Adjournment :

Board Chairman Andy Nilsen made a motion to adjourn. Board Clerk Tom Price seconded the motion and there was no discussion, the motion passed unanimously. The meeting was adjourned at 6:28 P.M. 18:28 hours.

Dated June 3, 2020 by _____ Board Clerk Thomas Price

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