

**MINUTES OF THE REGULAR MEETING OF THE  
GROOM CREEK FIRE DISTRICT BOARD OF DIRECTORS  
HELD  
Tuesday, September 3, 2019**

The Regular Meeting of the Groom Creek Fire District Board of Directors was called to order on Tuesday, 2019 at 6 P.M., at 1110 E. Friendly Pines Road - Prescott, Arizona.

**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, Board member Michael Valenza and Board Clerk Tom Price. 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 Board meeting dated August 6, 2019. Motion by Board Chairman Andy Nilsen Seconded by Board member Michael Valenza, No discussion, vote was all in favor, Motion passed, Minutes approved as written.

**Public Appearances: None**

**Chief's Report:**

- **Call for Service** : 16 calls for service 3 illegal burns, 3 smoke investigations, 4 Personal assists, 5 ems calls and 1 notable low angle rescue.
- The low angle rescue consisted of a horse back rider who sustained a compound fracture to the clavicle. This occurred after the horse dumping the rider and the rider tumbling down an embankment due to apparent exhaustion of the horse. The patient was roughly located midway between South Senator Hwy. and the fire watch tower on the 307 trail. Engine 41 crew consisting of Fire Captain Daniel Boutin and Paramedic Firefighter Gabi Mendez responded to the above location. The 6 wheel all terrain vehicle was also dispatched. After attempting to reach the patient it was determined that the crews would have to hike in 2 miles over rough terrain to reach and treat the patient. Groom Creek companies met with YSCO and Lifeline Ambulance at the fire watch tower and made an action plan to extract the patient. It was determined that DPS helicopter Ranger 1 be requested to the scene to aid in patient extraction and transport to YRMC West. Engine 41 companies had made their trauma assessment and stabilized and treated the patient on the scene prior to the arrival of Ranger 1. The patient was then assisted to a small clearing so that Ranger 1 could lower DPS medic on a line, secure and lift the patient into the hovering

helicopter. Patient was transported to YRMC West by Lifeline Ambulance. Engine company 41 crew along with Chief Manzanedo would like to thank YCSO, Lifeline Ambulance and DPS Ranger 1 for their assistance in this technical rescue, treatment and transport.

- Chief Manzanedo would like to give special thanks to Engine 41 crew of a job well done. Chief also wanted to thank the response of call back crews to the station for assistance and coverage.
- The GCFD received \$24,056.37 from a grant enabling the District to purchase 3 complete new SCBA harnesses, 6 new bottles and 6 new face masks. Reserve Firefighter Brennan Johnstone gave a demonstration on the nomenclature of all the new gear to those in attendance. It was noted that the District's previous SCBAs had technically been out of date since February 2018. These new SCBAs will bring the District up to new standards and help improve Firefighter safety.
- Chief also mentioned that Ann Reynolds a community member assisted with writing the grant for the purchase of the new SCBAs. He also wished to thank her for her efforts. Ann was unable to attend this evenings meeting due to an injury. A speedy recovery is wished to Ms. Reynolds.

### **Financial Reporting:**

Groom Creek Fire District Board Treasurer Jennifer Haslip began with saying that May's report is posted on the agenda due to Jennifer not having the ability to review both June and July's financials due to not being able to meet with Groom Creek Fire District accountant Cindy Fulton due the past holiday. Board Treasurer Jennifer Haslip mentioned that Groom Creek Fire District accountant Cindy Fulton should be available within a week or so. They hope to address any outstanding issues with the reports at this time. Groom Creek Fire District Board Treasurer Jennifer Haslip also mentioned that we are right on schedule with our assets and spending for this point in time for this year. Groom Creek Fire District Board Chairman Andy Nilsen made a motion to table June, July and August 2019 financials until the October meeting Groom Creek Fire District Board Treasurer Jennifer Haslip seconded, no discussion, vote was all in favor, Motion passed.

### **Financial Reporting**

#### **a. Financial Reports- May 31, 2019**

b. General Fund =\$62,655.82

c. Compass Bank (Payroll) \$9,979.53

i. Line of Credit = \$100,000.00 available

d. Capital Reserve Fund = \$11,690.59

e. Accounts Receivable = 0.00

2. Taxes Receivable = \$32,182.93

Groom Creek Fire District Board Treasurer Jennifer Haslip reviewed the financials for May 31, 2019. At the August 5, 2019

Board Treasurer Jennifer Haslip motioned to approve the Financials for May 31, 2019, Board Chairman Andy Nilsen seconded, no discussion, vote all in favor, Motion passed.

**Old Business:** Chief Manzanedo brought the Board and the public up to date on the Interest payment due on the loan from Country Bank. It was brought to the Groom Creek Fire Districts attention a short time ago that we were \$9,000.00

behind in interest due to the bank not sending statements and our auditors indicating that the interest was included in the periodic payments. Chief Manzanedo met with the bank manager once she returned from vacation. Chief Manzanedo informed the bank manager regarding the advice of our auditors and also noted we had not received any statements from the bank.

Chief Manzanedo stressed the point that \$9,000.00 would be rather difficult to come up with at this time in our fiscal year. The Chief requested that we be able to hold off on this payment until our new taxes come in from the County in November 2019. This was agreed upon with a small assessment of interest of around a few hundred dollars in addition to the \$9,000.00 that is due now in November 2019. This action will have no effect on our being able to stay on schedule in paying off the loan in 2020.

Board Chairman Andy Nilsen made a motion to hold off paying the interest until November. Board Clerk Tom Price seconded, no discussion, vote all in favor Motion passed.

**New Business:** The Groom Creek Fire Fighter's Pension Board received a report from PSPRS regarding a calculation change in the way that the pension payouts were calculated by the State. Prior to this calculation change this resulted in an over payment to a number of retirees in the State during the 2016 calendar year. An updated formula has since been implemented resulting in a reduced amount that should have been paid out.

Along with this report was a letter that was sent to former Fire Chief Bentley on October 26, 2018 indicating the over payment of \$16,977.50 and that the PSPRS would not be seeking the return of the excess funds.

It was brought to the Groom Creek Fire Fighter's Pension Board's attention in January 2019. At this meeting it was discussed whether to seek repayment of the over payment. It should be also noted that PRSRS, The Groom Creek Fire Fighter's Pension Board and the Groom Creek Fire District Board properly paid the pension according to the formula received by the State of Arizona and acted in good faith. Nevertheless, an overpayment was made of \$16,977.50. It is noted that the monies were in the pension fund and were appropriated to be paid out and that the District is not liable to repay the fund. It is noted that the Groom Creek Fire District could ask for repayment of the excess funds and if recouped they would be deposited in the general fund.

July 2019 Pension board meeting this issue was discussed again and the board was in agreement and sent Former Chief Bentley the letter requesting the repayment of funds. The letter was sent to former Chief Bentley on July 24, 2019.

The Pension Board also suggested to wait for a response until they received the return response prior to taking any further action. It was also agreed that this matter may cost the District much more money in attorney fees than the District may ever recoup by trying to take legal action.

August 5, 2019 Groom Creek Fire District Chief Manzanedo received a response from former Chief Bentley, which was negative to the boards request. The issue was turned over to the Groom Creek Fire District Board at this time.

September 3, 2019 Groom Creek Fire District Board meeting this issue was brought up in new business. Much discussion regarding the cost of possible legal action to recoup the funds. The Board came to an agreement that the costs would possibly far exceed the amount if any that may be recouped. This being the consensus among Board members it was agreed not to seek any further action at this time.

A motion not to seek any further action at this time was made by Board Chairman Andy Nilsen, Seconded by Michael Valenza, no discussion, all in favor Motion carried.

**Board Member Comments:** Board Chairman Andy Nilsen mentioned that on September 16 2019 the new County District 5 Supervisor Mary Mallory would be at the fire station at 12 noon to introduce herself and a question and answer session open to the public.

Board Chairman Nilsen also mentioned that all the new board members shall be receiving the necessary forms AFDA to complete as new members. There will also be up coming mandatory training dates and location to be announced.

**Community Comments:** A community member requested clarification regarding the correspondence to former Fire Chief Bentley. Questions arose why the Groom Creek Fire District Board decided not to pursue further action for reimbursement and that it may cause concern among some community members. It was reiterated that the Groom Creek Fire Fighters Pension Board did send a request and that if the response was negative it would be turned over to the Groom Creek Fire District Board. The Groom Creek Fire District Board discussed the response and was in agreement that the possible cost far out weigh the possible return. It was also consensus of the Groom Creek Fire District Board not to take any further action at this time. Both Boards felt that the appropriate action of sending the letter was proper and decision to go further would be discussed.

**Adjournment :**

-Board Chairman Andy Nilsen made a motion to adjourn. Board Member Michael Valenza seconded the motion and there was no discussion, the motion passed unanimously. The meeting was adjourned at 19:00 P.M.

**Dated September 4, 2019 by: \_\_\_\_\_ Board Clerk , Thomas Price**