

**MINUTES OF THE REGULAR MEETING OF THE
GROOM CREEK FIRE DISTRICT BOARD OF DIRECTORS
HELD
Tuesday October 6, 2020**

The Regular Meeting of the Groom Creek Fire District Board of Directors was called to order on Tuesday October 6, 2020 at 6 P.M., at 1110 E. Friendly Pines Road - Prescott, Arizona.

Agenda: Regular Meeting –

Meeting called to order.

Pledge of Allegiance, Moment of silence for fallen Big Bear Hotshot who passed battling the Eldorado fire.

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 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 Regular Board meeting dated August 4, 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.

Chief's Report: Calls for service, 5 EMS calls, and 2 Illegal burns

Chief Manzanedo gave a brief overview regarding a new logo for the Fire District. The Membership did extensive design changes and have voted on a new logo. Chief Manzanedo shared the design with the public and asked if there were any objections to the new design. There were none.

There is a slightly new procedure for the Firewise program. Post cards can be sent out to those who have already been assessed in the past and due for a reassessment. The District has had a substantial increase in requests by the community for property assessments. The Firewise committee consisting of Steve Cantor and Jerry Shultz have received a "Micro Grant" from the Rotary Club of \$500, this grant will assist in signage and stickers and more. Thanks to Steve and Jerry for their dedication and hard work.

The District has received a letter from the Gila River Indian Community in response to the grant request to purchase new cardiac monitors. The GRIC has seen a dramatic reduction in income due to the Covid-19 Virus. This reduction prohibits the GRIC from being able to assist the District with the grant request at this time. Chief Manzanedo stated that the Groom Creek Fire Fighters Association would be willing to assist in funding the cause possibly next year hopefully if the Covid-19 Virus calms down and they are able to resume regular fundraising events. Chief Manzanedo also stated that the District can reapply for grant requests next fiscal year.

Financial Reporting:

Board Treasurer Jennifer Haslip began with a brief review of August 31, 2020 financials

Financial Reports for August 31, 2020

- 1) General Fund= -\$52,950.46

- 2) Compass Bank= \$6,037.68
- 3) Line of Credit= \$0.00
- 4) Capital Reserve= \$213.77

GCFD Board Treasurer stated that the negative balance in the General Fund is typical at this time of year due to the District awaiting tax monies that are due. It has also been noted that the District has not received any overdraft charges from Compass Bank as yet due to the County not having accessing the line of credit as yet for some unknown reason. We will continue to monitor this situation.

Old Business: GCFD Board Chairman Andy Nilsen reported that the District has receive the certificates of appointment from the County for the current and new members to the board. These will not be issued until December 2020 when the members are sworn in. There will be discussion regarding the need to place one board member position on a two year schedule versus a four year schedule to offset entire board change over at one time.

Board Treasurer Jennifer Haslip reported that District is still in the process of the PSPRS reconciliation. The GCFD Accountant Jackie Moreland has almost completed the 2017 and will be starting on 2016 soon. This process has been very time consuming and we have had no response for help from many requests to PSPRS due to the Covid-19 issue. We only have E-mail contact and this has not worked, the District has attempted to speak with a supervisor to no avail. GCFD Board Chairman Andy asked if he might try one of his contacts to aid in a response. GCFD Board Treasurer Jennifer Haslip agreed and would like to have a virtual group discussion to help rectify current issues.

GCFD Board Treasurer Jennifer Haslip gave a brief overview regarding 1099 forms due to a couple of retirees. These individuals were in a plan that we are not familiar with and not sure who the fiduciary is/was. We have currently issued 1099s to these individuals and they should be able to complete their taxes, there are no known penalties that we know of at this time.

New Business: The District Board received a letter of agreement from Attorney Robert Miller to represent the District as legal counsel. After review by the District Board there were no questions and it was motioned by GCFD Board Chairman Andy Nilsen to sign the agreement, Seconded by GCFD Board Treasurer Jennifer Haslip, No Discussion, motion passed. The letter was signed by GCFD Board Chairman Andy Nilsen and GCFD Board Clerk Thomas Price. A letter of thanks will be prepared to Attorney Bill Whittington for the many years of legal council and service he has provided the District, and notification to terminate our current agreement at this time.

Board Member Comments: GCFD Board Treasurer Jennifer Haslip mentioned a gathering to be held at the Groom Creek park pavilion on Sunday October 18, 2020 from 12:00 noon to 2:00 p.m. This is a casual burgers, chili and refreshments. Please join us and we welcome any donations which will be donated to the District.

Board Chairman Andy Nilsen Wished to thank Susan Siedeman for her generous donation to the District. He also wanted to welcome Robert Miller to the District as Council. He also wanted to thank the Board for their service.

Community Comments: Robert Valenza asked what current fire conditions exist at this time.

Fire Chief Ernesto Manzanedo stated that the Prescott National Forest is still in Stage 1 fire condition which restricts open burning, campfires, smoking and shooting. The Groom Creek Fire District residents may in a residential setting use a commercial fire pit of fireplace with an approved spark /ember screen. The location must be outdoors in a cleared outdoor area, no bon fires no open burning or burning of brush or debris. Please always be extremely careful any time you do have a fire and that you have adequate ability to extinguish your fire thoroughly.

Terry Hammon asked what the life expectancy of the Cardiac Monitors are, Chief Manzanedo responded that they are rated at 10 years and that our current Monitors have performed with no problems on all the recent calls they were used on.

-Board Chairman Andy Nilsen made a motion to adjourn. Board Treasurer Jennifer Haslip seconded the motion and there was no discussion, the motion passed unanimously. The meeting was adjourned at 6:22 P.M./1822 hours.

Dated October 6, 2020 by _____ Board Clerk Thomas Price

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