

**MINUTES OF THE REGULAR MEETING OF THE
GROOM CREEK FIRE DISTRICT BOARD OF DIRECTORS
HELD
Tuesday, February 2, 2021**

The Regular Meeting of the Groom Creek Fire District Board of Directors was called to order on Tuesday February 2, 2021 18:00 hours., 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 Clerk Tom Price, Board Member Michael Valenza, Fire Chief Ernesto Manzanedo, GCFD Attorney Bob Miller. This represents a quorum and the meeting was continued and chaired by Board Chairman Andy Nilsen, according to district bylaws.

Notice The following acronyms may be used throughout this document: GCFD = Groom Creek Fire District, GCFFA = Groom Creek Fire Fighters Association, PSPRS = Public Service Personnel Retirement System, Haz Mat = Hazardous Materials.

Approval of minutes of January 5, 2021 Meeting

GCFD Board Chairman Andy Regular Board motioned to approve the minutes of the January 5, 2021 meeting. Motion by Board Chairman Andy Nilsen Seconded by Board Clerk Tom Price, No discussion, vote was all in favor, Motion passed, Minutes approved.

Approval of the Executive Session Meeting of the GCFD January 14, 2021

Motion to approve the minutes of the Executive Meeting Minutes made by GCFD Board Chairman Andy Nilsen, Seconded by GCFD Board Clerk Tom Price, No discussion, Vote all in favor, Motion passed.

Public Appearances: None

Community Comments: Nine

Chief's Report:

Calls for Service calls for the month of January 2021, 6 EMS calls, 1 Public assist, 1 Haz Mat, 1 wildfire that was determined to be caused by improper disposal for hot ashes. The fire consumed approximately one tenth of an acre. The fire was extinguished by the duty crew and the U. S. Forest Service was also on scene.

Fire Chief Ernesto Manzanedo gave an overview on the Staff meeting held on Friday January 29, 2021. Chief Manzanedo stated that Chief Tim Mc Elwee who has been the Districts training officer for the past ten years will be leaving us at the end of December this year. He will be assisting Chief Manzanedo with updating Policy and Procedures for the District beginning mid-year until December 2021. The new Training officer Retired Fire Fighter Dave Lapman from San Diego has been working with Chief Mc Elwee and the District for some time. This is suggested to be paid position, Chief Manzanedo has made some possible changes

to the staffing during the busy times during the summer months by adding an additional 8-hour Fire Fighter position on Friday, Saturday and Sundays April through August.

Fire Chief Ernesto Manzanedo announced that Firefighter Max Fitzmaurice has passed his Paramedic examination. Chief Manzanedo would like to add him to the regular rotation, this would allow for a Certified Paramedic on each shift. Fire Chief Manzanedo reviewed some further plans to the new fiscal years budget

Financial Reporting:

Board Treasurer Jennifer Haslip reviewed the November 30, 2020 financials.

Financial Report for November 30, 2020

- 1) General Fund = \$79,318.37
- 2) Compass Bank = \$19,096.76
- 3) Line of Credit Available = \$100,000
- 4) Capital Reserve = \$219.20

Motion to Approve the November 30, 2020 Financials Made by GCFD Board Chairman Andy Nilsen, Seconded by GCFD Board Treasurer Jennifer Haslip, No discussion, Vote all in favor, Motion Passed.

GCFD Board Treasurer Jennifer reviewed the December 31, 2020 financials. GCFD Board Chairman Andy Nilsen motioned to approve the December 31, 2020 financials, Treasurer Jennifer Haslip seconded, no discussion, vote was all in favor, Motion passed.

Financial Report December 31, 2020

- 1) General Fund = \$ 95,721.83
- 2) Compass Bank = \$6,019.09
- 3) Line of credit available = \$100,000
- 4) Capital Reserve = \$219 .27

GCFD Board Chairman Andy Nilsen Motioned to approve the December 30, 2020 financials, Seconded by GCFD Board Treasurer Jennifer Haslip, No discussion, Vote all in favor, Motion passed.

Old Business:

The discussion regarding the GCFD absorbing The GCFFA. The GCFFA and the GCFD attorney Bob Miller have not been able to meet as yet. The GCFFA wants to discuss the matter among all members after consulting the Attorney. Due to the current status GCFD Board Chairman Motioned to remove this item from the agenda until further notice, Seconded by GCFD Board Member Michael Valenza, No discussion, Vote all in favor, Motion Passed.

GCFD Board Member Michael Valenza gave a brief over view of the PSPRS Annual report for the Groom Creek Fire District account ending June 30, 2020.

New Business: None

Board Member Comments: Board Chairman Andy Nilsen wished to thank the Board for their work. He mentioned that former board member Gary Williams has been ill, He is now on the mend and wanted to wish him well. Thanks to District residents Chris and Claudia Starr for their generous donation.

Board Member Comments: GCFD Board Clerk wished to acknowledge the 20 plus years of continuous service of Fire Chief Ernesto Manzanedo, Thank You! He also wanted to thank all the Board Members, Fire Chief, Captains, Fire Fighters, Attorney and Staff for their outstanding dedication and hard work they continue to do behind the scenes, which the public may not be aware of. Thank You!

GCFD Board Chairman Andy Nilsen thanked the Board for their service. He also wanted to thank the following community members (in no particular order) for their generous donations- David Sparks, Arena Ward and Kirk Snodgrass.

Community Comments: None

Adjournment :

-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 18:28 hours.

February 3, 2021 by: _____ **Board Clerk, Thomas Price**