

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

**HELD**

**Tuesday, September 7, 2021**

The Regular Meeting of the Groom Creek Fire District Board of Directors was called to order on Tuesday September 7, 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 (telephonically), Board Clerk Michael Valenza (telephonically) and Board Member Eric Rogers. This represents a quorum, and the meeting was continued and chaired by Board Chairman Andy Nilsen, according to district bylaws. Also, present were Fire Chief Ernesto Manzanedo and Administrative Assistant to the Board Pat DeGraff.

**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:**

**August 3, 2021 – Reg. Mtg**

**Motion**

**Nilsen**

**Seconded**

**Rogers**

**Vote**

**Unanimous**

**Public Appearances:** None

**Community Comments:** NONE

**Chief's Report:**

Acknowledged and thanked everyone's attendance at the annual Give Back Event.

Calls for Service calls for the month of June 2021:

14 Calls for service - 10 EMS calls ,2 Public Assistance call (snake assistance), 1 Vehicle accident (not serious) and 1 Smoke report.

Discussed the Warrant Program with the county and that it is in effect and functioning properly.

Also reviewed the changes to the policies regarding the use of the District Accountant, including background checks and reviewing of the Agreement that will be used to manage the services. Plan to review the agreement every 2 years.

**Financial Reporting:** Jennifer Haslip, Board Treasurer reviewed July 31, 2021 Financial Statements

**Financial Report for July 31, 2021** (Note amounts were updated subsequent to posting of the Agenda)

- |                           |          |
|---------------------------|----------|
| 1) General Fund           | \$ (248) |
| 2) Compass Bank           | 7,355    |
| 3) Warrant Credit Balance | 0        |
| 4) Capital Reserve        | 0        |

Motion to Approve the July 31, 2021 Financials made by Andy Nilsen, Seconded by Jennifer Haslip. No discussion. Vote all in favor, Motion Passed.

**Old Business:**

None

**New Business:**

Complete signing of the Warrant Account by Board Members.

Set meeting for Chief's Sick Leave Policy and any amounts due. Agreed to be held September 13, 2021 5:00 PM

Andy Nilsen asked for names to fill the open position on the board. Will add to the agenda until filled.

**Board Member Comments:**

Eric Rogers asked that the signage for events be moved closer to town for those that turn on Schoolhouse Gulch can see the events scheduled.

Other General Donations:

Frank and Theresa Rochon and Buzz and Amy Bartylla

Andy Nilsen also noted that we made a net \$3,046 from the Spaghetti dinner.

The district received a card thanking firefighters Daniel Boutin and Gabby Mendez from Chris and Lauren Evans for finding their lost German Shepard, Luna.


Noted that any communications between board members need to be in compliance with the Open Meetings Law.

**Community Comments:**

None

**Adjournment:**

Board Chairman Andy Nilsen made a motion to adjourn. Eric Rogers seconded the motion and there was no discussion, the motion passed unanimously. The meeting was adjourned at 18:27 hours.

October 4, 2021 by:  Board Clerk, Michael Valenza