

PINE LAKE FIRE DISTRICT MINUTES FOR 9-30-2013

BOARD MEMBERS: Tom McLarty, Chairman, Jack Graham, Tom Clark

CALL TO ORDER: Meeting Called to Order 6:10 PM. Tom McLarty led the pledge of Allegiance.

ROLL CALL OF BOARD MEMBERS: All present

OATH OF OFFICE: Ron Kutil administered the Oath of Office by Tom McLarty, Board Chairman

APPROVAL OF MINUTES: Minutes from 8-26-2013. Motion to approve made by Tom Clark, 2nd by Jack Graham; carried unanimously by the Board.

FINANCIAL REPORTS AUGUST 2013

Beginning Balance	\$92,566.66
Debits	\$6,832.50
Credits	\$843.63
Ending Balance	\$85,577.79
Outstanding Checks	\$391.96

Profit & Loss and Budget vs. Actual reports were submitted to the Board. Motion to approve all financial reports made by Jack Graham, 2nd by Tom Clark; carried unanimously by the Board

PLFD FIRE CHIEF'S REPORT

Chief Sticka submitted his written report. The report was accepted by the Board. A discussion followed which provided an update on the WACEM's grant monies. The fuel reduction grant was discussed in a joint meeting with Mohave County Emergency Management, AZ state forestry and PLFD. Louise Moran, Paul Mackesey and Chief Sticka were in attendance. Chief Sticka gave special thanks to Louise Moran and Paul Mackesey for their work on the grant application process. Chief Sticka advised the Board that PLFD may need to provide \$10,000 for startup money for the fuel reduction grant. Mohave County will be approached about providing these funds for the startup. Chief Sticka has spoken with the country about maintaining the road to the burn pile.

OLD BUSINESS

- Discussion and possible action on PLFD T-shirt fundraiser. Tom McLarty has spoken with the County Attorney requesting direction about the Board providing start up monies for this activity. The county attorney has approved this activity. Louise Moran stated when applying for grant monies, applications often contain a request for a description of local fundraising activities. Louise Moran is requesting \$750.00 for startup funds. Following discussion, Ron Kutil requested a provision of a business plan to include: Costs, storage of materials, inventory control, printing of the shirts, financial plan and sale promotions. Motion to approve this request for \$750.00 based on the provision of this business plan made by Tom Clark, 2nd by Jack Graham; carried unanimously by the Board.

- Update on Fuel Reduction Grant. Louise Moran, Paul Mackesey and Chief Sticka provided information following their most recent meeting with Mohave County Emergency Management and AZ State Forestry. John Sticka will meet with BLM this week as they were unable to attend the meeting due to unexpected circumstances.

NEW BUSINESS

- Acceptance of Board Members Resignation. John Becker's resignation was accepted unanimously by the Board.
- Discussion and possible action on applications for Board Member position. 3 applications for the position were received by the Board. Motion made by Tom Clark to enter into Executive Session, 2nd by Ron Kutil; carried unanimously by the Board. The Board entered into Executive Session to interview 2 applicants in attendance.
- Executive Session began at 6:45 PM.
- Executive Sessions ended at 7:15 PM and general meeting resumed.
- Following the Executive Session a motion was made by Tom Clark to table a decision until the other applicant can be interviewed at the next Board meeting in October, 2nd by Ron Kutil; carried unanimously by the Board.
- Update on Insurance Premium. Chief Sticka that payment was made.
- Discussion and possible action regarding a purchasing policy. Following discussion, Tom McLarty agreed to develop and present policy information at the October 2013 Board Meeting. Motion to approve this process made by Tom Clark, 2nd by Ron Kutil; carried unanimously by the Board

CORRESPONDENCE

- Warning letters were mailed to two residents for violating the evacuation order restrictions during the Dean Peak Fire. The residents used outdated PLFD identification in order to enter, leave and re-enter the evacuated area. The letter stated that all PLFD identification must be returned to PLFD and future violations of mandatory evacuation restrictions may result in civil or criminal charges.

CALL TO THE PUBLIC

- Pauline Northrup stated that park land across the street from her residence needed to be cleared of cleared brush and trees. She was advised to speak directly with the County Supervisors.

BOARD MEMBER COMMENTS

- Ron Kutil stated that he is pleased to be back on the Board and reported that the Golf Tournament was very successful.
- Jerry Moran thanked Ron for his efforts supporting the PLFD.

- Tom McLarty stated he has attended fire district meetings and was pleased to note the cooperation and efforts to build relationships with other fire districts by Chief Sticka.
- Tom Clark commented that the appointment of a Clerk of the Board should be on the October agenda.

ADJOURNMENT

- Meeting adjourned at 7:30 PM