

## **PINE LAKE FIRE DISTRICT**

[www.pinelakefire.org](http://www.pinelakefire.org)

**12-18-17**

### **MINUTES**

#### **CALL TO ORDER AND PLEDGE OF ALLEGIANCE: 6:04 PM**

**ROLL CALL OF BOARD MEMBERS:** Clerk of the Board Richard Ripley, Tom McLarty and Paul Mackesey present. Corinne Casey absent. Quorum present.

#### **MINUTES, FINANCIAL REPORTS PROVIDED TO THE BOARD ON DECEMBER 15, 2017**

##### **APPROVAL OF MINUTES**

Motion to approve minutes from 11/20/17 meeting made by Tom McLarty, 2<sup>nd</sup> by Richard Ripley after noting the following correction; Item A under New Business – removal of “tournament proceeds” at end of paragraph. The Board voted unanimously to approve the minutes with changes.

##### **PLFD FINANCIAL AND OPERATIONS REPORTS**

Paul Mackesey questioned the negative balance in the Fundraisers revenue line. Ginny Reinhold stated it was a carryover from the prior fiscal year. The State of AZ remittance check for the pension fund was received at the end of FY17 but not forwarded to the pension fund until FY18. Motion to approve the November 2017 financial reports made by Paul Mackesey, 2<sup>nd</sup> by Richard Ripley. The Board voted unanimously to approve the financial reports as presented.

##### **PLFD FIRE CHIEF’S REPORT**

The Chief’s report was accepted by the Board.

- Responded to one out of control campfire at Cabin 14 in Hualapai Mountain Park on 11/20, one outdoor fire pit call on 11/24 and two medical calls at Hualapai Mountain Park on 12/2.
- Fire districts are required to perform background checks and submit fingerprints for firefighters and medics. Fingerprints are processed through AZ DPS and Louise Moran has volunteered to attend the required fingerprinting class.
- The Chief would like to discuss changing the PLFD mission statement. Discussion will be placed on next month’s agenda.
- At Tom McLarty’s request, the Chief provided an update on staffing and number of attendees at training.

##### **CALL TO PUBLIC**

None

##### **OLD BUSINESS**

###### **a. Discussion and possible action to fill open Board member position.**

Three individuals expressed interest in filling the open Board member position; however, only one person was eligible as the other two were not registered voters within the Pine Lake Fire District. Tom McLarty made a motion to appoint Nancy Speer to the vacant position, 2<sup>nd</sup> by Richard Ripley. Appointment was approved unanimously by the Board. Tom McLarty then administered the Oath of Office to Nancy. Richard Ripley confirmed that Paul Mackesey is now a signer on the Wells Fargo

account and reminded Chief LaFlamme to contact Wells Fargo to add Nancy Speer as a signer. Discussed registering Nancy for the upcoming AFDA conference.

#### **NEW BUSINESS**

##### **a. Discussion and possible approval of audit agreement with Eugene Newman, CPA, for FY16/17.**

Discussion ensued regarding the continued use of Eugene Newman, CPA, for conducting the FY17 annual review. In part, due to time constraints in meeting County deadlines for submitting the annual review, it was decided to move forward with the services of Eugene Newman. Tom McLarty made a motion to proceed with Eugene Newman, CPA, conducting the audit, 2<sup>nd</sup> by Paul Mackesey. Motion was approved unanimously by the Board. The audit agreement was then signed by Richard Ripley.

##### **b. Discussion and possible approval for gift for the AFDA Conference drawing.**

Tom McLarty discussed how PLFD, in prior years, had donated a gift to AFDA for their raffle at the annual conference. However, the donated gift had always been a gift that PLFD was able to provide at no cost to the Fire District. However, the opportunity to provide a gift this year, at no cost to the District and in time for the conference, was not possible.

##### **c. Discussion of vehicle access to Station 62.**

Discussion ensued as to whether or not PLFD had an easement in the front of Station 62 to allow vehicle access for PLFD. Chief LaFlamme stated he learned from Ron Kutil that Everett Burge may actually be working on this issue at this time. Chief LaFlamme will follow up with Ron Kutil to see if he can gather more information.

#### **CORRESPONDENCE**

Received two letters of interest for the open Board member position.

#### **BOARD MEMBER COMMENTS**

Tom McLarty thanked Nancy Speer for filling the vacant Board member position. Paul Mackesey asked if everyone was aware of the issues that Northern AZ Consolidated Fire District was presently dealing with and provided the Board with some information. Chief LaFlamme stated he could not get a plumbing company to come up to install a gas line so he may be installing the line himself as a gift to PLFD.

#### **ADJOURNMENT**

Motion made by Paul Mackesey to adjourn the meeting. 2<sup>nd</sup> by Tom McLarty. Meeting adjourned at 7:12 PM.

**CLERK OF THE BOARD** \_\_\_\_\_