

## **PINE LAKE FIRE DISTRICT**

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

**09-18-19**

### **MINUTES**

#### **CALL TO ORDER AND PLEDGE OF ALLEGIANCE: 6:05 P.M.**

**ROLL CALL OF BOARD MEMBERS:** Chairman Richard Ripley, Clerk of the Board Paul Mackesey, Dave Bellini, Pete Stronge present. Nancy Speer absent. Quorum present.

#### **MINUTES, FINANCIAL REPORTS PROVIDED TO THE BOARD ON SEPTEMBER 16, 2019**

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

Motion to approve minutes from 8/21/19 meeting made by Pete Stronge, 2<sup>nd</sup> by Paul Mackesey. The Board voted unanimously to approve the minutes as presented.

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

After providing explanations of the Profit & Loss Detail Report to the newer Board members, a motion to approve the August 2019 financial reports was made by Pete Stronge, 2<sup>nd</sup> by Dave Bellini. The Board voted unanimously to approve the financial reports as presented.

##### **PLFD FIRE CHIEF'S REPORT**

###### **a. Update on district calls.**

We had one medical call and one structure fire.

###### **b. MCFO meeting.**

The MCFO meeting was hosted by PLFD on August 22, 2019. Chief Shaffer explained to members the general purpose of an MCFO meeting.

###### **c. PLFD Pension auction.**

Chief Shaffer provided a summary of the proceeds made for the dinner/auction fundraiser. \$15,093.75 was raised from the auction/dinner fundraiser. \$1,000 of the fundraiser proceeds will remain in the PLFD general fund for the annual audit fees from Innes bringing the new total to \$14,093.75. That total added to the annual State of AZ remittance check in the amount of \$1,025.24 will be sent to Ameritrade for the pension fund for a final total of \$15,118.99. Pete Stronge asked for clarification of how the Pension Board was established and who had oversight of the Pension Board.

###### **d. Inventory interview.**

Chief Shaffer has begun the inventory of fire department equipment and discussed what types of equipment he will be keeping inventory on.

###### **e. Station access.**

Chief Shaffer stated he is uncomfortable assigning fire station keys to Board members and felt access to the stations should be limited to department staff/volunteers responsible for responding to incidents. Chairman Ripley asked that further discussion regarding station access be held under New Business in next month's meeting.

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

None

##### **OLD BUSINESS**

None

## **NEW BUSINESS**

### **a. Inventory of Fire District equipment.**

Item was discussed under Chief's report. Paul Mackesey asked when the inventory will be completed. Chairman Ripley stated that they had given the Chief until the end of the year to complete the inventory.

### **b. Discussion of Fire District pension fund.**

Paul Mackesey stated he had been reading some of the rules and regulations regarding the pension fund and that he had a few questions on how the fund operated. He wants to do some further investigating and asked for this item to be carried forward to next month's meeting.

### **c. Explanation of the Safety Inspector's responsibilities.**

Dave Bellini asked if the fire department had a Safety Officer and what the responsibilities were of that position. Chief Shaffer provided the explanation stating that the Safety Officer is responsible, in general, for assessing the situation and ensuring the safety of those involved at the scene of an incident.

### **d. Discussion of upcoming 2020 elections.**

Chairman Ripley received the 180 day notice of upcoming elections from the County Elections department. With two PLFD Board member positions coming up for re-election in 2020, Richard contacted the Elections department for further explanation and instructions. He provided a summary of important dates for notices to be posted, interested parties to apply and deadlines for notice to the Elections department for how many vacancies there will be.

## **CORRESPONDENCE**

Chairman Ripley presented a check for \$500 that he recently received from Skyline Plumbing Contractors as a donation to the fire department.

## **BOARD MEMBER COMMENTS**

Pete Stronge asked if any fuel reduction was being done in the community. There have been some BLM crews in the area over the past week working on fire breaks. Paul Mackesey stated he was interested in pursuing more grants to assist in additional fuel reduction.

## **ADJOURNMENT**

Meeting adjourned at 7:30 p.m.

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