

MEETING MINUTES OF THE GREER FIRE DISTRICT

BOARD OF DIRECTORS

Meeting Time/Date: 1900 Hours, 27 June 2013

Meeting Location: Greer Fire District Station 2, 38974 SR 373

I.) CALL TO ORDER

Dan Leeds called the meeting to order at 1907 hours. Dan commented on the success of the Open House, the solar sign and the upcoming pancake breakfast.

II.) ROLL CALL OF FIRE BOARD MEMBERS

Attendees: Leeds, Wright, Smith, Combs, Chief Wade

III.) SCHEDULED PUBLIC APPEARANCES

- Auxiliary Report – None
Chief said the auxiliary has had their meeting regarding the pancake breakfast. Lee commended Harriet on her leadership.
- Web Site Report None
- Annual Audit Report Lee said we received our peer review letters.

IV.) CALL TO THE PUBLIC: None present

V.) CONSENT AGENDA

- A. Minutes of 22 May 2013. Lee asked about a fireworks callout. Chief said it was in Hall Creek. Nothing was found.
- B. Chief's Report - Attached to and made a part of these minutes.
- C. Chairman's Report: - Safety First
- D. Treasurer's Report – Lee explained a somewhat misleading entry. Our total collected revenue was \$365,067.60. Our total expense shows \$491,407.89. If you subtract expenses from total revenue we have a **-\$126,340**. But, if you look at 10-4085 (carryover) it is \$176,971.00. There is no way to put that into the actual expenses because it is revenue we already have. So if we apply that to the negative revenue number we actually have a surplus of \$50,630. We will actually have a little more than that at the end of the year since we still have some property tax and fire assistance tax yet to collect. Lee explained the recently passed law which is on the Governor's desk which will require that each Board member be given each month the reconciliation as well as the bank statements. And, at each meeting we will be required to do a two-year cash flow projection. The law would also require that the auditor present the audit to the Board in person. There is no money coming from the State to pay for any of this should it become law.

Chief reminded the board that because any money we have left in the County account at the end of the year offsets our tax levy for the following year so he has transferred funds from the County account to other accounts. The County Finance Director informed Chief that it is not the County which makes this year-end transfer but it is up to the Board to do so. Dan asked whether we can safely write checks on the County account if the account is depleted. Chief said we are allowed to go up to 50% of our budget into the negative before they are required to stop honoring our warrants.

1740 had an issue with the phone system but it has been repaired.

Dan suggested we send a letter of appreciation for the donated Rhino tires and wheels.

Account balances 06/01/2013

General Fund:

10-1010 Apache County Treasurer.....	\$ 58,147.18
10-1015 Payroll National Bank of AZ.....	\$ 11,899.34
10-1020 Special Revenue National Bank of AZ.....	\$112,789.06
10-1025 Capital National Bank of AZ.....	<u>\$ 3,254.94</u>

General Fund Total.....\$186,090.52

Greer Fire District Auxiliary.....\$ 6,690.88

Greer Fire District Pension.....\$ 14,384.93

Bellinger Springs Water Users.....\$ 2,744.39

E. Committee Reports – Chief gave a report on the Pension Board meeting this date. We received a \$7,243.95 disbursement from the State. Bylaws have been amended and will be presented at the next meeting of the Board for approval. Jim asked about changes and Chief said basically we are going from a 2-year to a 1-year probationary period retro-active to July 1, 2012. Also there will be a change in the base from \$1,000 to \$2,500.

F. Correspondence: Dan had a letter from the Property Tax Over-ride Commission. \$1.55 will be our tax rate. Dan read a note from the Safety Committee of SCF relating to back injuries.

Lee moved approval of the consent agenda. Second by Jim. Unanimous.

VI.) DISCUSSION AND POSSIBLE ACTION CALENDAR

A. Personnel Issues: Chief Wade - Based on the approval of the budget the 5% raise will go into effect with the next pay period in July as will the pension increase of 7%. All employees agreed to match the 7% by the District.

Steve is moving into the District today and is eligible for the differential.

B. Volunteer and hiring Candidates - None

C. Auxiliary Activities – New ID cards are made.

D. Standard Operating and Administrative Procedures – Chief Wade – We received a copy of the Internal controls from the auditor.

E. FY 2013-2014 Budget

- The budget is based on the \$1.55 and the cap amount. It was posted in the newspaper three times. It has been posted in the District for over 30 days.

F. GFD FY Goals

- Chief reviewed goals and accomplishments for 2012-2013 as well as those for 2013-2014. Lee noted that we will need to call an executive session in July to discuss Chief's goals and possibly add others.

Jim asked about OSHA training. Chief reviewed.

VII.) BOARD MEMBER COMMENTS

A. Jim discussed possibility of drafting water from the pond going into Crosby Acres by installing a permanent hydrant near the road. He reminded the Board of the need for pre-fire planning.

B. The next meeting will be July 24.

VIII.) ADJOURNMENT at 2029 hours

By: _____

Robert L Combs, Clerk of the Board

Board Members:

Dan Leeds, Chairman _____

Ted Diepstraten _____

Jim Wright _____

Bob Combs _____

Lee Smith _____