

Minutes of April 16, 2024 Meeting

The Fire Board of the Sherwood Forest Estates Fire District met in Regular session on April 16, 2024 at 5:00 PM. Meeting was held at the fire house at 450 Little John Road, Williams, Arizona. The following topics and any variables thereto, were subject to Board consideration, discussion, approval, or other action.

1. **Call to Order @ 5:00 PM**

2. **Pledge of Allegiance**

3. Roll Call – Paul Cook, Deb Hamby, Walt Krushinsky and Rodger Anderson. (Steve Diefenderfer was absent due to surgery). Chief McDowell and Brie McDowell.

4. **Approval of Minutes**

a. March 2024 Board Meeting. Walt K. made a motion to accept and Rodger A. seconded. Board voted unanimously to accept the minutes.

5. **Treasurer's Report**

a. **Review March, financial details.** Walt K. made a motion to accept and Rodger A. seconded. Board voted unanimously to accept the report.

6. **Reports - None**

a. **Correspondence - None**

b. **Auxiliary** – First meeting of the year is on May 18, 2024 at the firehouse.

c. **Fire Chief** – The Chief reported three incidences (all in-district; one medical and two fires. All department vehicles are in-service with several having on-going minor work. The Chief's credit card number was stolen and \$106 was reimbursed by the bank. A new card was issued. Issues continue with the department's accountant. The department is pursuing a new accounting service.

(For a more detailed report see the department's web site)

d. **Board Report**

1. Executive Session. (Personnel Matter) These minutes are confidential and kept separately.

e. **POA** – Cathy Cook, President of the POA, announced that the current newsletter will no longer be mailed via the Post Office. Future newsletters will be

distributed by email only. The annual Pancake Breakfast will be on Saturday, May 25, 2024 and the annual POA Meeting will be on Sunday, May 26, 2024. These dates were decided on to avoid conflict with outside activities by Williams and Parks on July 4, 2024.

7. Old Business

- a. **Up the limit of the credit cards** – The Chief requested that each of the two department credit cards have their limit increased to \$5,000 each. The Chief will still have to get board approval for purchases over \$2,500. This is currently being reviewed by the bank.

8. New Business

- a. **Budget Approval** - The budget planning committee will meet on April 22, 2024 to develop next year's budget. The meeting is scheduled to start at 9:30 AM at the firehouse. Budget approval will be decided at the regular board meeting on May 21, 2024.
- b. **Board Election** – The board is in the process of registering with the County Elections Department to be included on the general election ballot for two open positions. The election will occur on November 5, 2024. Interested candidates may contact Paul C. at: SFEFDBPaul@Yahoo.com.
- c. **Meeting time 5 or 6 for all year all year** – The board discussed starting times for their monthly meetings. Paul C. made a motion to begin all meetings at 5:00 PM throughout the year. Walt seconded the motion and the board voted unanimously to accept the new time.

9. **Call to the Public** – Kathy Krushinsky announced that Forest Department published a schedule for green waste disposal at Moonset Pit which included September 21 as an open date. This extra week may, or may not happen. Kathy K. is trying to arrange her schedule to include this extra day. Moonset Pit will be open from 8:00 AM – 2:00 PM on scheduled dates.

10. **Adjournment** – Rodger A. made a motion to adjourn and Walt K. seconded the motion. The board voted unanimously to adjourn @ 6:17 PM.

Next meeting date May 21, 2024 at 5 PM.



Sherwood Forest Estates Fire District

450 Little John Road, Williams, AZ 86046

Phone: (928)220-5207

Email: sherwoodfirechief@gmail.com

CHIEF'S REPORT APRIL 16TH 2024

ACTIVITY:

- Incidents since last Board Meeting:
 - 3/30/24 medical
 - 4/14/24 unattended camp fire

EQUIPMENT:

- Apparatus Update:
 - Engine 1 (in service) Waiting on Flag Truck Center to receive parts. Winch is out of service- Mechanic looking for motor
 - FR10 (in service) now A.C. take home vehicle for faster EMS response
 - Tender 4 (in service) Work on horn, and lights pending, repaired 2 broken pump levers
 - Tender 5 (in service) work on lights pending
 - Tender 8 (in service)
 - Brush 6 (in service) plow and chains removed
 - Brush 11 (in service)
 - Excursion (in service) installed safety divider
 - Trailer 10 (in service) covered in back lot
- Station
 - Emergency Power- working properly
 - Septic repair. Still waiting on parts, Functioning.
 - Concrete blocks installed
 - Found 3 valves out of 4 valves cracked on water tanks. 2 replaced with quarter turn valves and one capped.
 - Installed Starlink, canceled Hughes Net

TRAINING: Bi-monthly training continued: 3/23/24 - 5 members in attendance- 2.5 hours, Trained on scene protection, parking, Lomeli 1 on 1 E1 pumping, Tender filling tanks operations and wagon wheel filling procedures. 4/3/24- 5 members, Port a tank, pumpkin tank familiarization. Found faulty levers and repaired them on site. 4/5/24 while shuttling water, extra training for Lomeli on tender 4 and 8. Next training is 4/27/24



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DISTRICT NOTES:

- Fire danger low, but starting to dry out already
- McDowell's CC number stolen, fraudulent purchase of \$106 reimbursed and new card issued
- Attended C3/PFAC meeting 4/10/24
- Consortium card application submitted
- New preferred member at parks fuel for discount
- New command vehicle purchase spec started. More to follow in the future
- Issues continue with accountant
- Still looking for a mechanic, scheduled another meeting 4/20/24
- Signed a new IGA with DFFM
- McDowell to NFA leadership class 4/17/24
- Structure Gear ordered, thank you again for the approval
- Dee W. agreed to come back and help as a volunteer, congrats on retirement

CARE FOR EACH OTHER

SUBMITTED BY:

MATTHEW MCDOWELL, FIRE CHIEF

SHERWOOD FOREST ESTATES FIRE DISTRICT