

NOTICE OF MEETING

The Fire Board of the Sherwood Forest Estates Fire District will meet in Regular session on February 16., 2021 at 6:00 PM. Meeting will be held at the fire house at 450 Little John Road, Williams, Arizona. The board may vote to go into executive session on any agenda item, pursuant to A.R.S. 38-431.03(A) (3) for legal advice with the District's attorney on matters as set forth in the agenda item. The following topics and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. Note - All items are set for possible action.

Agenda

1. Call to Order

2. Pledge of Allegiance

3. Roll Call – Walt, Steve, Paul, Roger, and Sue all present. John, Matt, and Brienne all present.

4. Approval of Minutes

a. January 19, 2021 Board Meeting -Sue Hamilton approve, Paul Cook second – all approve

b. January 19, 2021 Special Meeting

5. Treasurer's Report

a. Review of January 2021 check detail – Sue Hamilton – several line items are over budget (office fees, professional services, building maintenance, vehicle maintenance) but overall bottom line is still on track. Steve D. approve, Paul Cook second – all approve.

6. Reports

a. Correspondence – Sue Hamilton – elections notice from county, we are not having one.

b. Fire Chief – see attached

c. Board Report – Budget committee will be starting soon for 2021/22 budget. Sue Hamilton request a “wishlist” from Chief and Assistant Chief. Committee needs to consist of board member, Chief, firefighter, and a resident. Roger Anderson would like to be on. Pam Weir asked to have Warren Weir on.

7. New Business

a. Fire Chiefs update report on West Valley Repeater Project. – board has approved – lets get the project started.

b. Fire Chief to provide information on Bradbarrie Companys Agritourism Camp Project.

c. Revise the written version (9/13/2017) of the “Sherwood Forest Estates Fire District Governing Board Policies, Procedures, and By-Laws.

- From Sue Hamilton
 - Pg 6 – 4a – we will hold monthly meetings

- Pg 7 – E – that we adopt the coconino County fire code
- Pg 9 – F – only post meeting information in one place (correct this on pg 15 as well)
- Pg 9 – quorum changes from 2 to 3 people (this change needs to happen in all places throughout the handbook).
- If the Chair or Clerk are not in attendance, treasurer is the acting chairperson as long as there is still a quorum.
- Pg 12 – C – add that budget must be posted in 3 places for at least 20 days.
- Pg 12 - #2 – capitol purchases over \$5000 subject to board review
- Pg 13 – annual financial review due to Coconino County supervisor 240 days after fiscal year begins.
- Pg 14 – Board member total changes from 3 to 5 people
- Pg 15 – notice of meetings posted in 1 place, 24 hours in advance
- Walt K – we will make revisions and vote on new board handbook next meeting.

8. Old Business – n/a

9. Call to the Public – *Comments shall be limited to 3 minutes-

10. Adjournment

- a. Set Agenda Items for next meeting
- b. Next meeting date – March 16, 2021 at 6 PM.

Roger Anderson moves to adjourn, Paul Cook Seconds – All approve

Adjourn at 7:10pm

PUBLIC NOTICE

***Call to the Public** – Consideration and discussion of comments and complaints from the public. Those wishing to address the Sherwood Forest Estates Fire District Board need not request permission in advance however they are requested to sign the roster. The Fire District Board is not permitted to discuss or take action on any item raised in the Call to the Public due to restrictions of the Open Meeting Law. However, individual board members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct that staff review the matter or that the matter be placed on a future agenda. The public may also comment on any agenda item or topic via email. For the comment to be accepted the public is required to openly identify themselves by name and address with "Public Comment for SFEFD Agenda Meeting date _____" written in the Subject box. The email will be received as "Correspondence" and then read (paraphrased as appropriate) into the official SFEFD Fire Board meeting minutes during the "Public Comments" session and will become part of the official SFEFD Fire Board meeting minutes available for public review via the SFEFD website. Covid-19 Pandemic Emergency Provisions – The Sherwood Forest Estates Fire Board, during this time of National Emergency due to the

COVID-19 Pandemic and the Arizona Governor's Executive Orders 2020-12 & 2020-36 effective May 12, 2020, is under official mandate to enact social distancing. As a consequence public attendance at all meetings shall be restricted on a first come first serve at the door, no reservations with the number of public permitted attendance based on available empty seats separated 6 feet distant, side to side and front to back, until the building is filled to capacity. If a seat is vacated another member of the public may enter and be seated. This policy will remain in effect until the Arizona Governor's Executive Orders 2020-12 & 2020-36, effective May 12, 2020, have been rescinded and that no other public gathering restrictions have subsequently been enacted and are in effect. If any disabled person needs any type of accommodation, please notify the Fire District prior to the scheduled meeting time. Notice of web site posting compliance per ARS §38-431.02.3 - In accordance with state law, notice for all fire district public meetings along with agendas, must be posted at least 24-hours in advance of the meeting. Public notices for the Sherwood Forest Estates Fire District are posted at the Fire Station located at 450 Little John Rd., Williams, Arizona. Public meeting notices are also posted on the Sherwood Forest Estates Fire District web site - <https://www.sherwoodforestestatesfiredistrict.com> Please be advised that only the address listed may be relied on for official postings under the Arizona Open Meeting Law. A technological problem or failure that either prevents the posting of public notices on a website or that temporarily or permanently prevents the use of all or part of the website does not preclude the holding of the meeting for which the notice was posted, if the public body complies with all other public notice requirements. This agenda will be posted at the SFEFD fire house, 450 Little John Rd. by Mr. J. Moede no later than February 15, 2021 at 11 AM.



Sherwood Forest Estates Fire District

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CHIEF'S REPORT FEBRUARY 16, 2021

Activity:

- Incidents since last Board Meeting:
 - 02/13/2021 – Reported structure fire at Tangerine and Juliane, Mutual aid request, false
- Region Covid cases report
- Ordered additional supply of protective equipment from Flag Fire.

Equipment:

- Apparatus Update
 - Engine 1 (In Service) equipment upgrade being designed
 - Engine 2 (**Out of Service**) classified as Reserve, Needs new battery
 - Tender 4 (In Service) foam system test/clean, heater repair and work lights pending
 - Tender 5 (**Out of Service**) pending parts, new muffler needed
 - Brush 6 (**Out of Service**) Currently at Sandovals, transmission replaced repairing fuel leak. Support rod enroute. Pump parts have arrived
 - Command 7 (**Out of Service**) classified as Reserve researching surplus options
 - Tender 8 (In Service) PM service pending, Kyle to follow up on Battery indicator
 - Brush 11 (In Service) pending radio replacement and front tires need balancing
 - Ford Excursion (In Service) Niles quote pending for upgrading radio system. Lettering pending
- Station
 - Building 3 conventional construction potential costs
 - VFA grant for 10 sets of Brush Packs submitted (**Handout #1**)
 - NEPA permit submitted and under review
 - Niles quote pending for Service Call to base station radio and increased UPS unit in Building 1

- Seamless Gutters evaluated building 1 quote pending
- Third emergency egress process continuing
- Annexation of State Land process being researched
- Overview of possible Subscription agreement with Bradbarrie Companies, LLC **(Handout # 2)**
- Arpon project overview **(Handout #3)**

Training: Bi-monthly trainings continue. Last training, Feb 6, included 6 members and consisted of apparatus review and future equipment review. Next training Feb 17 (6 pm). March training scheduled for March 6 (9 am) and March 17 (6 pm).

District Notes:

- Fire danger is LOW.
- Reached out to Home Depot for possible partnership, no follow up from them
- Snow in the forecast again

Respectfully Submitted:

John D. Moede
Fire Chief