

Minutes of May 16, 2023 Meeting

The Fire Board of the Sherwood Forest Estates Fire District met in Regular session on May 16, 2023 at 6:00 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** - @ 6:00 PM

2. **Pledge of Allegiance**

3. **Roll Call** – All board members present, no department reps.

4. **Approval of Minutes** - April 18th and May 9th Board Meetings. Motion made to accept by Rodger A. and seconded by Roe I. Board voted unanimously to accept.

5. **Treasurer's Report** –

a. **Review of April, 2023 check detail.**

b. **Review of April, 2023 financial details.** - A discussion on approving Chief's requests for expenditures over his discretionary amount (\$2,500). Board discussed requiring several quotes for the amounts higher than the Chief's limit.

c. **Discussion and possible action of budget for 2023/2024.** Board will meet on May 23rd to discuss questions when both the Chief and Walt K. will be available.

6. **Reports**

a. **Correspondence** - None

b. **Auxiliary** – Auxiliary President Tina J. informed the board that the first meeting of the auxiliary will be May 19th.

c. **Fire Chief** – (Written report)

- One fire incident outside of district.
- Seven vehicles are in service and one is still out of service. (Still working on preparing Trailer 10)
- Emergency power generator should be delivered this week.
- Septic repair still on-going.
- Various clean-ups and repairs made to the station and grounds.

- Donations of various medical supplies received.
- New set of turn-out gear for fire fighter to be approved at next meeting. (\$2,501.26)
- Prescribed burns for Coconino and Kaibab forests are in progress.

(For more detail see Chief Moede's report on the fire district's website)

d. Board Report - None

7. Old Business

- a. AFDA Training** - Roe I. has passed her AFDA certification.
- b. Annual Financial Report** – Tabled to check with Brie M.
- c. Budget** – (See item 5c above)
- d. Fire Chief protocol/procedure** – (see item 5b above)

8. New Business

- a. ADOT Tax** – Roe I. will keep records of fuel purchased and type for ADOT.
- b. Contract with GFR (Greater Flagstaff Response).** This is a contract for mutual aid requiring no money, just a formal, written agreement to support each other on a fire.
- c. Niles repeater equipment move into their building. Annual costs will be divided by SFEFD, Ponderosa and High Country. Both items are currently being reviewed by County Attorney.**

9. Call to the Public – Cathy C. Informed the board that Dee M. would be available as a resource. She also invited the board to the POA's "Firehouse Flix" on Saturday night.

10. Adjournment – Paul C. made a motion to adjourn and Rodger A. seconded. Board voted unanimously to accept and the meeting adjourned at 7:06 PM.

Next scheduled meeting date June 20, 2023 at 6 PM.



Sherwood Forest Estates Fire District

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CHIEF'S REPORT MAY 18, 2023

Activity:

- Incidents since last Board Meeting:
 - 04/19/2023 – Structure Fire/2637 E. Vista Place
- Region Covid report
 - Covid remains at LOW level. Protective measures still apply.

Equipment:

- Apparatus Update
 - Engine 1 (In Service) Needs ground lights and siren
 - FR 10 (In Service)
 - Tender 4 (In Service) Horn not working, unknown battery date, needs water tube replacement and worklights
 - Tender 5 (In Service) Needs interior/dash and work Lights
 - Brush 6 (In Service)
 - Tender 8 (In Service) Water site tubes need replaced
 - Brush 11 (**OUT OF SERVICE**) Running well, pending radio and trickle charger instillation, pump serviced 5/1/23, system exercised, 5/2/23
 - Ford Excursion (In Service)
 - Trailer 10 – (**OUT OF SERVICE**) – Oil found leaking from engine, electrical wires need replaced and high altitude valve needed. Service in progress
- Station
 - Emergency power follow up, estimated arrival of generator- 5/16 – 5/19 (no additional info)
 - Down trees on station land removed
 - Pine needle clean up west of building 2 completed
 - Septic repair ongoing
 - Grading to access road completed, grading of Road 102 requested
 - Fuel station plan, ramps, tie downs and fuel caddy purchased

- Gutter damage (west side B 1) evaluated, no repair needed
- Donation of medical masks, antiseptic hand cleaner, patient stretcher and medical gloves recieved

Training: Bi-monthly trainings continue. May 6, 6 members. 2.5 hours. Next training May 17, 6 pm.

District Notes:

- Fire danger is MODERATE, fuels are drying, unknown if restrictions will occur soon
- May 1 fire prevention initiative began (poster/website)
- Meeting with Kaibab reference Tree Per Acre meeting on April 17, 2023
- County Attorney replacement (Paul Grans) reviewing Niles and GFR contract
- Standard Operating Guidelines project underway
- Meeting May 9 with NCRS - Environmental Quality Incentives (EQIP). Helps assist land owners implement conservation practices on forestry landscapes.
- Set of Turnouts for Pruett needs Board approval (invoice attached)
- Portable Radio purchase (5/10/23)
- Coverage data study (0900 radio request who is available)
- Meeting with Kadampa reference emergency operations (April 11)
- Williams High School career day and job recruitment fair, April 27 and 28 (Handout attached)
- FiredUp Flagstaff handout for AirB&B's attached
- Prefire plan continues
- Assisted Williams Gun Club with chairs and tables for kids training event (5/13/23)
- MSA Altair Detector awarded from AQMD Grant (Aug 22), received 5/4/23
- Expansion project discussed with County Assessor Office 5/4/23
- Prescribed burns inprogress for Coconino and Kaibab forests
- Chris Cleland Update

Respectfully Submitted:
John D. Moede, Fire Chief