

## Minutes of September 19, 2023 Meeting

The Fire Board of the Sherwood Forest Estates Fire District met in Regular session on September 19, 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** – Meeting was called to order at 6:00 PM

2. **Pledge of Allegiance**

3. **Roll Call** – All board members were present along with Chief Moede and Asst. Chief McDowell

4. **Approval of Minutes** - Acceptance of the 9/19/2023 board meeting minutes were unanimously approved. Rodger A. made the motion and Paul C. seconded it.

5. **Treasurer's Report** - Review of September, 2023 check details were discussed. Property taxes of \$3,294 were added to our accounts. Department balance is \$341,616.

Acceptance of September, 2023 financial details were unanimously approved following a motion by Rodger A. and seconded by Deb H.

6. **Reports**

a. **Correspondence** – Paul C. reported that the district's obligations for the **Federal Financial Census Survey** and the county's **Notice of Election** form has been satisfactorily submitted to the various sources.

b. **Auxiliary** – The auxiliary reported the purchase of an extraction saw (\$1773) and hats for the firefighters (\$500).

c. **Fire Chief** –The Chief reported the dept. responded to three incidences. All three were outside of our fire district on a mutual aid agreement between several depts.

All nine dept. vehicles reported as "in service" while several have minor fixes underway.

Emergency power generator awaiting review and inspection.

Updated district map is pending.

Septic repair still awaiting parts.

Fire station security system quotes on-going.

Bi-monthly trainings continue.

Received contributions from HCFR, Junipine FD and Ponderosa FD for access to our radio repeater "Red Channel".

The dept. participated in the Williams Patriot Day Parade.

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

**7. Old Business** - ADOT taxes were discussed by the board.

**8. New Business** – Accounting firm for our next annual department audit. It was discussed that our Office Manager (Brie M.) would be allowed to select the firm. Will be further discussed at the October board meeting.

New tires needed for Tender 5 are still out for quotes.

The board agreed that two new board members would have slots on the November, 2024 board elections.

A discussion of advertising sources for our new Chief took place. Paul C. agreed to research both, sources and format, for the advertisements along with the scope of the search being discussed at the next board meeting in October

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

Brainstorming with the public present took place concerning a new Chief for April, 2024.

Jud Swearingen informed all that the Valle FD also used our "red channel" radio frequency.

Cathy Cook, POA President, reminded all of the "**Firehouse Flix**" on September 23. This month's movie is "Night at the Museum". Also, the "**Chili Cook-Off**" will be held on October 7. Cathy also stated that the POA will have openings for both the President and Vice-President positions for next year.

**10. Adjournment** – Paul C. and Rodger A. made motions to adjourn. The meeting adjourned at 7:05 PM.

Next meeting date October 17, 2023 at 6 PM.



# Sherwood Forest Estates Fire District

450 Little John Road, Williams, AZ 86046-8579

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## CHIEF'S REPORT SEPTEMBER 19, 2023

### Activity:

- Incidents since last Board Meeting:
  - 08/26/23 – STRUCTURE FIRE/1111 STOCKMAN
  - 08/30/23 - MEDICAL/7365 BUCKSKINNER
  - 09/14/23- STANDBY/ACTIVE SHOOTER
- Region Covid report
  - Covid remains at LOW level. CDC reviewing mask mandate. Masks key for weakened immune system.

### Equipment:

- Apparatus Update
  - Engine 1 (In Service) Needs air horn repair and rear light repair
  - FR 10 (In Service)
  - Tender 4 (In Service) Horn not working, unknown battery date, worklights pending
  - Tender 5 (In Service) Repair list done this week, Licence plate replaced, Oil leak post repair found
  - Brush 6 (In Service)
  - Tender 8 (In Service) Small leak from pump continues (wait list for Mobil)
  - Brush 11 (In Service) In line fuel filter in place, vent cap on fuel tank (pump fuel tank)
  - Ford Excursion (In Service)
  - Trailer 10 – (In Service) (registration process)
- Station
  - Emergency power project continues, Permit review continues. Inspection to follow
  - Power loss procedure draft 1 completed
  - New district map pending (Follow up new vendor – asked to wait two months)
  - Station water plan being reviewed

- Fuel Tank and trailer plan ongoing
- Septic repair still awaiting parts, functioning (Follow up: Operator has health issues)
- Wait listed for station security quote

**Training:** Bi-monthly trainings continue. September 2 , 2 members, 1.5 hours. Next training September 20, 6 pm.

**District Notes:**

- Fire danger is LOW, No burning restrictions in place. Good moisture.
- Standard Operating Guidelines project ongoing.
- No follow up with EQUIP as of yet, list expanding and working with POA
- Received payment from HCFR, Junipine FD, and Ponderosa for Repeater Access (one year) for Red Channel.
- Portable Radio batteries arrived, distribution continues
- Coverage data study – Started on January 1, 2023, availability estimated to be 10 – 15% of members. May 3, 2023 documentation improved.
  - Total days – 92, Total available – 238, Average per day 2.58, Sept 8 no one available
- 2022-2023 Fiscal year report sent to board members
- Participated in Patriot Day Parade, Sept 9, Williams with Engine 1

**Respectfully Submitted:**

**John D. Moede,  
Fire Chief**