



# LAKE MOHAVE RANCHOS

## FIRE DISTRICT

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### MINUTES OF THE REGULAR AND EXECUTIVE MEETING OF THE LAKE MOHAVE RANCHOS FIRE DISTRICT GOVERNING BOARD

*The Governing Board of the Lake Mohave Ranchos Fire District met in Regular Session and Executive Session on **3/27/2020** at **12:30 p.m.** The Meeting was held at **THE CHAMBER OF COMMERCE AT 16154 PIERCE FERRY RD. DOLAN SPRINGS, AZ**. 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. All items are set for possible action.*

#### MINUTES

##### 1) CALL TO ORDER.

- Director Cass called the Meeting to order at approximately 12:31 p.m.

##### 2) ROLL CALL OF BOARD MEMBERS.

- Directors present were: Joe Campbell, Larry Tennant, Steve Berg; Board Clerk, Mike Karash and Deb Cass; Board Chair.

##### 3) PLEDGE OF ALLIANCE & MOMENT OF SILENCE. *(To honor those who serve our Country and within Public Safety and to those we've lost).*

##### 4) APPROVAL OF MINUTES. – CONSENT AGENDA.

###### a. Regular Minutes – 2/28/2020

- Director Cass motioned to approve the Regular Minutes 2/28/2020, Director Berg 2<sup>nd</sup>. Directors Campbell, Karash and Cass voted, "Aye." Director Tennant and Director Berg abstained. Motion carried, 3-2.

##### 5) EXECUTIVE BUSINESS.

1. Board of Directors may vote to go into Executive Session for personnel matters pursuant to A.R.S. §38-431.03 (A)(1) for the following matters:

- a. Discussion regarding: Personnel Matter: Re: Fire Chief Tim Bonnee re: Performance. (Tennant)
- b. Discussion regarding: Personnel Matter: Re: Fire Chief Tim Bonnee re: Fire Chief

## Contract. (Cass)

- Director Cass read aloud Item 5 and the contents. Director Berg motioned to enter Executive Session for the items as presented. Director Tennant 2<sup>nd</sup>. Directors Berg, Tennant, Karash, Campbell and Cass voted, "Aye." Motion carried, unanimously.
- Executive Session began at approximately 12:36 p.m.
- Executive Session ended at approximately 1:54 p.m.
- Public Session reconvened at approximately 2:00 p.m.

## 6) REPORTS.

- a. **CHIEF'S REPORT.** *(The governing body may not propose, discuss, deliberate or take legal action on this matter unless the specific matter is properly noticed for legal action. Therefore, action taken as a result of the Chief's report will be limited to directing staff to study the matter or scheduling the matter for further consideration and discussion at a later date. (A.R.S. 38-431.02.K.)*

Chief Bonnee provided the Chief's Report:

### **RUN REPORT:**

AMR TRANSPORTS: 0

CHIEF CALL-OUT AFTER HOURS: 3

EMS TRANSPORTS: 48

REFUSALS: 8

PUBLIC ASSISTS: 10

FIRE CALLS: 9

HWY 93 CALLS: 8

MUTUAL AID CALL STRUCTURE FIRE: 1

*TOTAL: 87*

### **MEETINGS/CONFERENCES/TRAININGS:**

FEB 5- BLACKOUT DRILLS SEARCH AND RESCUE DRILLS

FEB 11- KRMC EMS RUN REVIEW

FEB 27- MCFOA MEETING

### **DISTRICT PROPERTIES:**

NOTHING TO REPORT

### **DISTRICT VEHICLES:**

A-1186-: WENT TO THE SHOP FOR REPAIR ON THE TRANSMISSION

A-1163-: WENT TO THE SHOP FOR INJECTOR DIAGNOSIS

### **PROJECTS IN THE WORKS:**

2019 AFG GRANT SUBMITTED FOR A TOTAL OF \$ 219,736 FOR NEW SCBA'S

HOMELAND SECURITY GRANT WAS SUBMITTED FOR NEW PORTABLE AND HANDHELD RADIOS

JOB DESCRIPTIONS, SOG'S, AND SOP'S STILL IN PROGRESS

BUDGET PREPARATIONS ONGOING FROM JANUARY TO CURRENT

### **OTHER:**

REBEL FUEL CREDIT APPLICATION WAS ACCEPTED AND REBEL FUEL IS GETTING A TANK AND SET UP SCHEDULED FOR OUR OWN FUEL TANK.

STATE SURPLUS OFFERED US A NEWER TYPE 6 BRUSH TRUCK IN WORKING ORDER

*Lake Mohave Ranchos Fire District March 27, 2020 Board Meeting*

*Continuation of Chief's Report*

*I'd like to address the misinformation given on Social Media regarding our Fire District.*

Many have given advice for changes within the District. However, we all need to realize that our district runs on a limited budget. The priority of one not does not always follow the actual need. Protocol is determined within, not by the directions of other states or counties.

HAM radios do not fall within our budget, and no other agency we have an IGA with utilizes HAM radios. This is something that could be a possibility in the future.

As to the requirements as a Chief under KRMC, which has been documented, a Chief is required to be a medic due to the necessity of types of medications for certain responses.

Our Medics, EMTs, and Fire Fighters are all certified. They are drug tested, have background checks along with continued training provided. These tests are done during training and upon application of service. If fingerprint cards are not returned, that person is limited in responding, if even called. Training with all tools and PPE/apparel is required. Those with no certification do not require SCBA testing nor are provided one. That also applies to driving any apparatus the District owns. Updated training for this was provided fall of 2019, those that did not pass could not drive an engine, only a water tender to supply those on the line.

Addressing back up: (fire, catastrophic events, multiple accidents, mass casualties, etc.) there is an IGA / Inter Agency Agreement. This agreement is separate from the IGA for dispatch with Kingman.

The cost of response is determined by the State, however a public assist, blood pressure check etc. is not charged to our community.

It is time that our Community has the facts rather than the misinformation from outside persons (rumors, etc.).

If anyone has a question related to the operations of our fire or ems, please feel free to contact me.

Tim Bonnee, Fire Chief

## **b. FINANCIAL REPORT(S).**

### **1. Review and approval: February 2020 Financial Report(s).** *(The financial report(s) are to be reviewed and approved by the Board).* (Administration)

- Ms. Jackson presented the financials as prepared by the Financial Clerk, going through in detail with the Board for review. Total Warrant income \$14,594.22, the Ambulance Income \$18,277.87, for total month revenue combined \$32,872.09. Director Cass motioned to approve the February 2020 Financials, Director Campbell 2<sup>nd</sup>. Directors Campbell, Berg, Karash, Tennant and Cass voted, "Aye." Motion carried, unanimously.

## **7) EXECUTIVE BUSINESS.** *(Lake Mohave Ranchos Fire District Governing Board public action section on matters held in Executive Session).*

### **a. Discussion and possible action regarding: Performance re: Fire Chief. (Board)**

- No action.

### **b. Discussion and possible action regarding: Fire Chief Contract re: possible changes to Fire Chief Contract re: terms/conditions. (Board)**

- No action.

## **8) REGULAR BUSINESS.**

### **a. Discussion and possible action regarding: Draft Budget re: Option 1, Option 2 and**

Option 3 for Fiscal Year's 20/21, 21/22 and 22/23 re: possible revisions.  
(Administration)

- Review of the draft budget options was present and reviewed by Administration and the Board. No action.
- b. Discussion and possible action regarding: Review of Full-Time Suppression positions, review of hiring freeze for Suppression and scheduling re: possible changes. (Cass)
- Discussion ensued regarding adding and additional FT FF/EMT. Director Cass motioned to rescind the motion from 2/28/2020 Meeting, to remove the 3<sup>rd</sup> FT FF/EMT position, Director Berg 2<sup>nd</sup>. Discussion ensued regarding suppression staffing levels. Directors Campbell, Karash, Berg and Cass voted, "Aye." Director Tennant abstained. Motion carried, 4-1.
- c. Discussion and possible action regarding: Review of fuel costs, fuel tank monthly rental, installation and insurance coverage re: possible changes. (Cass)
- Director Cass noted the County was shut down until the 15<sup>th</sup> for inspections and other information. Review of the grades of fuel being used were gone over. Director Cass motioned to rescind the motion for the fuel tank in January Meeting Item J, continue with WEX Bank, and the only fuel grades approved are regular unleaded and regular diesel at the cheapest location. Director Berg 2<sup>nd</sup>. Fuel tank lease information was reviewed. Directors Tennant, Campbell, Karash, Berg and Cass voted, "Aye." Motion carried, unanimously.
- d. Discussion and possible action regarding: Limitations re: District apparatus and vehicle usage as related to VFIS Policy. (Cass)
- Review of VFIS policy and driver testing. Director Cass was concerned with the youngest volunteer not being 21 and wanted a policy for drivers to be 21. Administration noted the volunteer passed the EVOC course and is 20 years old, noting he will be 21 in a few months. Director Cass directed the Chief to have Karen update the policy for driving to be more in line with VFIS policy. The Board discussed the age and recommendations. The Board provided consensus on the directive.
- e. Discussion and possible action regarding: Injector quotes for review and approval for repair of Ambulance re: A-1163. (Administration)
- Administration stated quotes are still pending. Director Cass motioned to table this item until the April Meeting. Director Berg 2<sup>nd</sup>. Directors Berg, Tennant, Campbell, Karash and Cass voted, "Aye." Motion carried, unanimously.
- f. Discussion and possible action regarding: Article 65 Sick Leave Policy re: revisions. (Administration)
- Administration explained the policy needed to be brought current to 15 or more employees, noting there is no cash-out for sick time provided. Review of the policy, requirements and information was provided along with

providing employees their sick time annually in January. Director Berg motioned to approve the update to the policy, Director Karash 2<sup>nd</sup>. Directors Berg, Karash, Campbell, Tennant and Cass voted, "Aye." Motion carried, unanimously.

- g. Discussion and possible action regarding: Approval for a Training Officer position, stipend amount, hours for position, update and revise Payscale and Organizational Chart re: same. (Administration)
- Administration explained National Registry and other Districts have a Training Officer listed who is certified and can put on the trainings monthly, etc., noting it's a lot of work and time and this person would input the information into the database as well. It was explained that there is a suppression employee who is certified for this to track everyone's training. Administration stated the training officer position recommendation for differential would be .52 per hr. Administration explained this person is responsible for this with every shift, with all suppression personnel trainings and that this employee would also be covering command calls in lieu of absences. The Board ensued in discussion about projection for new Fiscal Year, how these trainings would work with other shift suppression personnel. Director Tennant motioned to look into next year budget with this, Director Cass 2<sup>nd</sup>. Directors Tennant, Campbell and Karash voted, "Aye." Directors Cass and Berg voted, "Nay." Motion carried, 3-2.
- h. Discussion and possible action regarding: Review of Station 42 operational costs re: possible changes. (Tennant)
- The Board ensued in discussion of cost to operate St. 42. Administration stated it would be no more cost than it is now. Administration explained it would have volunteers approximately 8 days a month, water hauled from St. 41 and the electric is currently maintained. No action.
- i. Discussion and possible action regarding: Review and authorization for expenditures re: non-essential items; possible expenditure freeze re: non-essential items and approval prior to payment. (Tennant)
- Director Berg motioned to direct the Chief to review expenditures with Karen and if there are emergencies review with the Clerk and Chair for approval with exception to Boundtree. Director Cass 2<sup>nd</sup>. Directors Tennant, Berg, Campbell, Karash and Cass voted, "Aye." Motion carried, unanimously.
- j. Discussion and possible action regarding: Monthly meeting change to the 3<sup>rd</sup> Monday of the month. (Tennant)
- No action.
- k. Discussion and possible action regarding: Update on Worker's Compensation for Fiscal Year 20/21. (Tennant)
- No action.

**9) CALL to the PUBLIC.** *(Consideration and discussion of comments and complaints from the public. Those wishing to address the Lake Mohave Ranchos Fire District Board need not request permission in advance. The Fire District Board is not permitted to discuss or take action on any item(s) that are not on the Agenda that are raised in the call to the public. 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 Fire District Board cannot discuss or take legal action on any issue raised during the Call to the Public due to restriction of the Opening Meeting Law).*

- None.

**10) CONSIDERATION OF FUTURE AGENDA ITEMS.**

- Specified tabled items will move to following month's Regular Meeting, unless noted otherwise and/or pending more information.

**11) NEXT REGULAR BOARD MEETING DATE & LOCATION.** (Subject to change, notice/announcement will be posted via District Website, if any changes occur).

- 4/24/2020 at 12:30 p.m. – Meadview, AZ (MCA)

**12) ADJOURNMENT.**

- Director Cass motioned to adjourn the Meeting, Director Karash 2<sup>nd</sup>. Directors Karash, Berg, Tennant, Campbell and Cass voted, "Aye." Motion carried, unanimously.
- Director Cass adjourned at approximately 4:02 p.m.

Minutes prepared by: Karen Jackson  
(This is a working draft, until Board approval)

Date: 5/4/2020