



LAKE MOHAVE RANCHOS

FIRE DISTRICT

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MINUTES OF THE REGULAR 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 **6/26/2020** at **12:30 p.m.** The Meeting was held at the **Meadview Civic Association (MCA) at 247 Meadview Blvd, Meadview, 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 and A.R.S. §38-431.03(A)(4) for legal direction 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

- Note from Chair Cass & Clerk Berg: Before the Meeting was Called to Order, Member of the Public Larry Tennant advised the MCA Front Office Person that he was a Board Member demanding to be let into the Meeting Room. Mr. Tennant and Chair Cass had an altercation and Mr. Tennant stated to Chair Cass he was a Board Member and he was there to accept his Resignation. Mr. Tennant proceeded to be disruptive before the Meeting began.

1) CALL TO ORDER.

- Chair Cass called the Meeting to order at approximately 12:30 p.m.
 - Call-In Service line connected at approximately 12:30 p.m.

2) ROLL CALL OF BOARD MEMBERS.

- Deb Cass; Chairwoman, Steve Berg; Clerk, Mike Karash and Joe Campbell.
 - Note from Chair Cass & Clerk Berg: After all Board Members present participated in the Roll Call, Mr. Tennant participated in the Roll Call.

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

- Recited & Acknowledged. Director Berg requested an additional Moment of Silence for former Fire Chief Estenson who served the Lake Mohave Ranchos Fire District, noting he had recently passed.

4) EXECUTIVE SESSION.

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

- a. Discussion regarding: Personnel Matter re: Karen Jackson re: assignment status and update. (Winn)
 - Director Berg motioned to enter Executive Session, Director Campbell 2nd. No discussion. Directors Berg, Campbell, Karash and Cass voted, "Aye." Motion carried, unanimously.
 - Call-in-Line disconnected at approximately 12:36 p.m.
 - Executive Session began at approximately 12:36 p.m.
 - Executive Session ended at approximately 12:47 p.m.
 - Chair Cass called for a short recess from 12:47-12:54 p.m.

- Public Session reconvened and Call-in Line connected at approximately 12:54 p.m.

5) PUBLIC HEARING.

- a. Fiscal Year Budget 2020/2021. *(Board Members cannot take action during the Public Hearing.)*
 - i. *Open Public Hearing.*
 - Director Cass motioned to Open the Public Hearing for Fiscal Year 2020/2021. Director Berg 2nd. No discussion. Directors Berg, Karash, Campbell and Cass voted, “Aye.” Motion carried unanimously.
 - Public Hearing Opened with Call-In Line connected 12:54 p.m. and a test call was also established to check the lines operability and function at 12:57 p.m. Connection was clear.
 - Chair Cass asked if anyone from the public was on the line. No response. Chair Cass noted there were no attendees that called in for participation of the Public Hearing.
 - ii. *Close Public Hearing.*
 - Director Cass motioned to Close the Fiscal Year 2020/2021 Public Hearing to the Public. Director Campbell 2nd. No discussion. Directors Campbell, Karash, Berg and Cass voted, “Aye.” Motion carried, unanimously.
 - Public Hearing Closed at approximately 1:04 p.m.

6) APPROVAL OF MINUTES. – CONSENT AGENDA.

- a. Executive Minutes – 5/29/2020 (Set 1, Set 2 and Set 3)
- b. Regular Minutes – 5/29/2020
 - Director Cass motioned to approve Items A & B Minutes, Director Campbell 2nd. Director Berg asked for an Item (7 B) that was addressed out of order at the 5/29/2020 to show that indicated. Directors Campbell, Karash, Berg and Cass voted, “Aye.” Motion carried, unanimously.

7) 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’s Report - June Regular Meeting

- MAY RUN REPORT:
 - AMR TRANSPORTS: 1
 - CHIEF CALL-OUT AFTER HOURS: 3
 - Med Calls: 52
 - PUBLIC ASSISTS: 3
 - FIRE CALLS: 9
 - HWY 93 CALLS: 10
 - MUTUAL AID CALL: 0
 - TOTAL MAY RUN REPORT: 78
 - MEADVIEW COVERAGE DAYS FOR MAY: 14
- MEETINGS/CONFERENCES/TRAININGS:
 - 5/12: Run-Review (zoom)
 - 5/28: MCFOA (zoom)
- DISTRICT PROPERTIES:
 - Nothing to report
- DISTRICT VEHICLES:
 - Nothing to report
- PROJECTS IN THE WORKS:
 - Grant research (ongoing)

- DHS Rate Increase inquiry (ongoing)
- Meadveiw annexations (ongoing)
- OTHER:
 - Continued Budget preparation with Karen & Financial Clerk.
 - Chief Winn recognized former Fire Chief Estenson's service for 20+ years to the Community and stated that his family was in our thoughts.

b. FINANCIAL REPORT(S).

1. Review and approval: May 2020 Financial Report(s). *(The financial report(s) are to be reviewed and approved by the Board).* (Administration)
 - Administration provided the May 2020 Financial Report(s) as follows:
 - Total Warrant Revenue (includes property taxes, FDAT and Interest) \$42,492.07
 - Total Ambulance Revenue \$15,778.46
 - Miscellaneous Income: \$3,017.00
 - Total Monthly Revenue: \$61,287.53
 - Total Monthly Expenditures: \$65,195.99
 - Warrant Account Register Balance: \$605,592.11
 - Payroll Account Register Balance: \$22,694.25
 - Miscellaneous Income and line items from the financial report and how they coincided with the Budget were explained. Director Berg motioned to approve the May 2020 Financial Report(s), Director Cass 2nd. Directors Berg, Campbell, Karash and Cass voted, "Aye." Motion carried, unanimously.

8) REGULAR BUSINESS.

- a. Discussion and possible action regarding: related to assignment status and update. (Board)
 - No Action.
- b. Discussion and possible action regarding: Acceptance of Resignation re: Larry Tennant. (Cass)
 - Director Berg requested and motioned to move Section 8 Item B up before Executive Session, Director Karash 2nd. No discussion. Directors Berg, Karash, Campbell and Cass voted, "Aye." Motion carried unanimously.
 - Director Cass motioned to accept Larry Tennant's Resignation, Director Berg 2nd. No discussion. Directors Berg, Karash, Campbell and Cass voted, "Aye." Motion carried, unanimously. Note from Chair Cass and Clerk Berg: Mr. Tennant was exiting and stated to those present that he would be running for the Board and said to Chief Winn, "I'm sorry, I think you stink as a Chief." Chair Cass responded to Mr. Tennant stating, "That was very inappropriate."
- c. Discussion and possible action regarding: Direction to Staff to prepare Notice of Board Vacancy, application, and submission closing date. (Cass)
 - Director Cass motioned to direct staff to prepare and post on the Website the application for appointment of Board Member with a closing date of July 10, 2020 at 5:00 p.m. Director Karash 2nd. No discussion. Directors Karash, Campbell, Berg and Cass voted, "Aye." Motion carried, unanimously.
- d. Discussion and possible action regarding: Lake Mohave Ranchos Fire District Local Public Safety and Retirement Pension Board re: appointment of a public member. (Cass)
 - Director Cass stated that Ms. Staab provided interest in the open position. Director Cass motioned to appoint Pat Kelley-Staab for the open Local PSPRS Board. Director Berg 2nd. No discussion. Directors Berg, Karash, Campbell and Cass voted, "Aye." Motion carried, unanimously.
- e. Discussion and possible action regarding: Pincus Law Firm re: rate reduction request re: follow-up. (Administration)
 - Administration explained that Pincus Law Firm was informed of the Board's action at the 5/29/2020 Meeting, and the law firm requested a counteroffer from the Board. Chief Winn provided details

related to mileage and the ambulance billing rate and the Board Members ensued in discussion re: same. Director Cass noted it's not clear in the letter, explaining that you won't find it as they didn't provide the proper information or a statement and it looks like they are disputing the double billing of the mileage, but they've asked for us to accept \$500.00 and that may be for the whole charge, not just the mileage. Director Cass stated her opinion was to take the \$382.76 off (double mileage), but they would still be responsible for the ambulance services. Director Berg noted they are unhappy that two people were charged the mileage of \$382.76, despite being transported to the Hospital. Director Cass motioned to counteroffer on the request from Pincus Law Firm for \$1,845.00 for the ambulance service. Director Berg 2nd. No discussion. Directors Berg, Karash, Campbell and Cass voted, "Aye." Motion carried, unanimously.

- f. Discussion and possible action regarding: Telecommuting Policy. (Administration)
- Director Cass motioned to approve Article 57 Telecommuting Policy and to include it with the new Policy Manual which is forthcoming. Director Berg 2nd. No discussion. Directors Berg, Karash, Campbell and Cass voted, "Aye." Motion carried, unanimously.
- g. Discussion and possible action regarding: Public Safety Personnel Retirement System Pension Funding Policy re: annual approval. (Administration)
- Administration explained this is an annual item based off the Actuary Report and that the Board should notice the amount has raised to approximately a little over \$1.1M due to only recording one participant for the prior Fiscal Year (Fiscal Year Ending 2019), noting it's anticipated this will decrease in the future based on participants. Director Cass motioned to approve the Public Safety Personnel Retirement System Pension Funding Policy. Director Karash 2nd. Directors Karash, Campbell, Berg and Cass voted, "Aye." Motion carried, unanimously.
- h. Discussion and possible action regarding: Budget adoption and approval for the Lake Mohave Ranchos Fire District for Fiscal Year 2020/2021 and Certification. (Board/Administration)
- Administration explained the carry-over amount was updated, explaining the carry-over is not built into the Budget's bottom line figure and let the Board know they could make any changes within the Budget as long as the bottom line didn't change at this point. Administration explained they received the current deposit information as of 6/25/2020, expenditures for June were totaled, noting most of the bills were paid out for June, and projected an estimate as close as possible of \$625,000 for the carry-over. Administration noted they knew there some questions regarding Grants and explained Grants must show coming in and going out, they are not income in the sense of revenue. Director Cass motioned to adopt and approve the Lake Mohave Ranchos Fire District Fiscal Year Budget 2020/2021 effective 7/1/2020 and the Board Chair and Board Clerk are to sign the Certification. Director Campbell 2nd. Directors Campbell, Karash, Berg and Cass voted, "Aye." Motion carried, unanimously.

9) CONSIDERATION OF FUTURE AGENDA ITEMS.

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

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

- 7/24/2020 at 12:30 p.m. – Chamber of Commerce (Dolan Springs, AZ)

11) ADJOURNMENT.

- Director Cass motioned to adjourn the Meeting at approximately 1:37 p.m., Director Karash 2nd. Directors Karash, Berg, Campbell and Cass voted, "Aye." Motion carried, unanimously.

- Director Cass adjourned at approximately 1:37 p.m.

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

Date: 6/30-7/1 2020