



LAKE MOHAVE RANCHOS

FIRE DISTRICT

16126 Pierce Ferry Road | P.O. Box 611
Dolan Springs, AZ 86441
Phone: (928) 767-3300 | Fax: (928) 767-3301
Website: www.lmrfd.org



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 on **10/23/2020** at **10:00 a.m.** The Meeting was held at **30250 N Stillwater Dr Meadview, AZ (Station 43)**. 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

1) CALL TO ORDER.

- Director Cass called the meeting to order at approximately 10:00 a.m.

2) ROLL CALL OF BOARD MEMBERS.

- Board Members present: Steve Berg; Board Clerk, Joe Campbell, Mike Karash, Susan DeLara, 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).*

- Recited & Acknowledged.

4) APPROVAL OF MINUTES. – CONSENT AGENDA.

- a. Regular Minutes – 9/25/2020
 - Director Cass motioned to approve the Regular Minutes of 9/25/2020, Director Berg 2nd. No discussion. Directors Berg, Campbell, Karash, DeLara and Cass voted, "Aye." Motion carried, unanimously.
- b. Executive Minutes – 9/25/2020 (Set 1 – A3/A4, Set 2 - A3/A4, Set 3 – A3/A4/A1, Set 4 - A3/A4/A1, and Set 5 – A1)
 - Director Cass called a recess for Board Members to read the Executive Minutes (Sets) at approximately 10:06 a.m.
 - Director Cass called the meeting back to order from recess at approximately 10:19 a.m.
 - Director DeLara noted a change for one word.
 - Director Cass motioned to approve all Executive Session Minutes, Director Berg 2nd. Directors Berg, Campbell, Karash, DeLara and Cass voted, "Aye." Motion carried, unanimously.

5) 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- September {Regular October Meeting}-2020

RUN REPORT:

- EMS CALLS: 45
- PUBLIC ASSISTS: 3
- FIRE CALLS: 4
- ILLEGAL BURN: 7
- MISC.: 11
 - TOTAL SEPTEMBER RUN REPORT: 70
- MEADVIEW COVERAGE DAYS FOR SEPTEMBER: 13

MEETINGS/CONFERENCES/TRAININGS:

09/08/20 - Run Review
09/11/20 - Provider Meeting
09/17/20 – Medical Lab
09/19/20 - Volunteer Training
09/24/20 - MCFOA (zoom)

DISTRICT PROPERTIES:

NONE

DISTRICT VEHICLES:

A-1190 (A/C)
A-1186 (Heater Valve)
A-1165 (Oil Change)
C-401 (Mini bulb for taillight)
B-416 (flat repair)
WT-418 (valve repairs on pump)
E-411 (gasket replacement)
WT-418 (gasket replacement)

PROJECTS IN THE WORKS:

Grant Research (Continued)
Lexipol – Policy Manual (Ongoing)
Report Writing Training (Ongoing / subsequent follow-ups)
Follow-Up Contracts and Subscriptions

OTHER:

Prioritizing Station and Vehicle repairs (Ongoing)

b. FINANCIAL REPORT(S).

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

Chief Winn reported the September 2020 Financial Information as prepared by the Financial Clerk, as follows:

- Total Warrant Revenue (includes property taxes, FDAT and Interest): \$14,139.79
- Total Ambulance Revenue: \$28,046.71
- Miscellaneous Income: \$16.00
- WACEMS Grant (COVID-19): \$301.72
- Out-of-District Fire Billing: \$587.25

- Total Monthly Revenue: \$43,091.47
- Total monthly expenditures: \$77,366.08
- Total Warrant Account Register Balance as of 9/30/2020: \$515,315.84
- Total Wells Fargo Account Register Balance as of 9/30/2020: \$48,926.45
 - Total combined Balance: \$564,242.29

Director DeLara wanted clarification on what the 'Warrant' term meant. Chief Winn explained that is where all the tax revenue, interest, FDAT, etc. goes into and the information is provided by the County. Director Cass motioned to approve the September 2020 Financials, Director Berg 2nd. No discussion. Directors Berg, Campbell, Karash, DeLara and Cass voted, "Aye." Motion carried, unanimously.

6) REGULAR BUSINESS.

- a. Discussion and possible action regarding: Possible renewal of Agreement with First Responder Grants. (Administration)
 - Chief Winn explained the Agreement for First Responder Grants expires at the end of October. Chief Winn recommended renewal, noting the Agreement's terms & conditions, cost (\$1,500.00) and what the Grant Writer covers. Chief Winn explained the Grant Writer is utilized for 4 major Grants and the District could recover the \$1,500.00 upon a Grant Award. Director Karash motioned to continue consulting with this company for Grants. Director Berg 2nd. No discussion. Directors Karash, Berg, Campbell, DeLara and Cass voted, "Aye." Motion carried, unanimously.
- b. Discussion and possible action regarding: Statutory Compliance Training re: authorization. (Administration)
 - Chief Winn explained the AFDA training, providing locations for the training (Phoenix, Tucson, and Kingman). Chief Winn explained reservations may be limited and wanted to receive from all prospective candidates their desired location for Ms. Jackson to reserve as soon as possible. Mrs. Aitken and Director DeLara selected Phoenix location with a hotel. Mr. Braaten was not in attendance during this item. Director Cass and Director Berg selected the Kingman location. Information for registration/reservations only. No Action.
 - Note: Mr. Braaten arrived later in the meeting. Chief Winn later asked Mr. Braaten his attendance choice for location. Mr. Braaten selected Kingman.
- c. Discussion and possible action regarding: Ambulance Billing re: review of Aging Detail Report (ADR) for ambulance revenue and consideration to approve write-offs. (Administration)
 - Chief Winn reviewed the current Collection Agency information (totals and collected amounts by year) as follows:
 - 2013: Net Amount \$103,847.88 and Collected to Date \$8,407.63.
 - The Board discussed the 7-year mark for collection on the 2013 debt and potential write off for the balance uncollected.
 - 2014: Net Amount \$132,824.79 and Collected to Date \$6,240.13.
 - 2015: Net Amount \$102,239.19 and Collected to Date \$1,195.51.
 - 2016: Net Amount \$103,919.69 and Collected to Date \$3,153.96.
 - Note: Information for 2016 was cut off on report provided by Collection Agency, information retrieved as directed to provide.
 - 2017: Net Amount \$87,830.02 and Collected to Date \$13,209.13
 - 2018: Net Amount \$171,341.88 and Collected to Date \$2,795.38
 - 2019: Net Amount \$250,723.43 and Collected to Date \$7,151.60
 - 2020: Net Amount \$289,780.01 and Collected to Date \$6,450.14
 - Net Amount Grand Total \$1,242,506.89 and Collected to Date Grand Total \$48,603.48
 - The Board ensued in discussion regarding the entire uncollected debt total and writing off the 2013 uncollected balance. Director DeLara asked to review the Collection Agencies from the September

meeting at the next meeting, the other Board Members agreed. Director DeLara motioned to write off the 2013 debt and look at options for collections on the remainder, Director Berg 2nd. No discussion. Directors DeLara, Berg, Campbell, Karash and Cass voted, "Aye." Motion carried, unanimously.

- d. Discussion and possible action regarding: Review of Lake Mohave Ranchos Fire District Budget (Fiscal Year 2020/2021) and review of information re: possible wage increases and projections. (Karash/Administration)

- Chief Winn provided an overview of the Fiscal Year 20/21 Budget explaining the Reserves, projected income, grants, ambulance revenue, wages & benefits, employee benefits, professional services, utilities, protective clothing, fuel, etc. Chief Winn reviewed the grant monies being shown in income and coming out in the end, within the Budget. Chief Winn described that one of the District's liabilities originally based off the Actuary was going to cost the District around \$315,000. Upon himself and Ms. Jackson working with the entity, they readjusted the Actuary making it approximately \$115,000 instead of \$315,000, in turn allowing \$200,000 to be dispersed back into the Budget. Chief Winn noted there is a non-disclosure with this entity for the readjustment they provided. Chief Winn stated any rumors of missing and found money is half-truth at best, clarifying this is where it came from, reiterating one Agency was going to cost the District \$315,000, stating they were able to save the District essentially \$200,000 and it was reallocated back into the Budget for various expenditures (staffing, maintenance, repairs, etc.). Director DeLara wanted to know if the \$200,000 would be seen again next year. Chief Winn reclarified a particular Agency was going to charge the District approximately \$315,000 for FY 20/21, noting we were able to negotiate with them to readjust the Actuary to \$115,000 for FY 20/21. Chief Winn stated the difference (\$200,00) was placed back into the budget (staffing, vehicle repairs, keeping stations open, etc.).
- Chief Winn provided an overview of the information as directed and prepared by the Financial Clerk, regarding Meadview staffing levels and potential raises to attract Suppression Personnel. Chief Winn explained the estimate does not include Worker's Compensation increase, shift reliefs (backfill), additional (hold over) overtime, sick time, increase in operating St. 43 (Meadview) utilities, fuel, vehicle maintenance, etc. Chief Winn announced that newly released information was received regarding a minimum wage increase of .15/hr. taking effect 1/1, stating more research into this will be performed. The breakdown as prepared by the Financial Clerk and presented by Chief Winn is as follows:
 - Estimated Cost for Meadview (30 days per month with a FF/CEP and FF/EMT) \$261,360.21. Adding a \$1.50/hr. would be \$291,697.74 and adding \$2.00/hr. would be \$301,868.51.
 - Estimated cost for Meadview (15 days per month with a FF/CEP and FF/EMT) \$62,144.88. Adding a \$1.50/hr. would be \$69,404.80 and adding \$2.00/hr. would be \$71,824.77.
 - Current cost for full-time Suppression (FF/CEP and FF/EMT) \$266,832.05. Adding \$1.50/hr. would be \$296,165.58 and adding \$2.00/hr. would be \$304,496.00.

Chief Winn informed the Board of the call volume increase to the recreation areas within the last 5 months due to more people frequenting the area and the Park Service not staffing at their capacity and LMRFD is picking it up. Chief Winn confirmed the EMS side charges for the transports regardless of MOU with the Parks Service and noted that Fire's are being billed for Out of District. Director Karash stated he inquired about this to see what can be provided if anything in additional wages for Paid on Call Personnel. Director DeLara wanted to know if they could either offer the increase in pay or use it towards certificates they may need. Chief Winn explained the need is for Paramedics and they would already have their certificates, further explaining that the Paramedics can administer the life saving medications. Chief Winn reiterated that he mentioned in a previous Board Meeting (August) he spoke about what EMT and Paramedics are and can do, and he further expounded on the training required for Paramedics, where and how the certification is recognized,

cost of EMT and CEP (Paramedic) training. Chief Winn voiced his recommendation at this time would be to not change anything, until the minimum wage information is clearer. No Action.

7) CALL to the PUBLIC. *(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).*

- Larry Tennant
 - Spoke about Ambulance collection rates. Mentioned the rates for Medicare and acceptance of payment.
 - Spoke about the Federal Government talking about a \$15/hr. minimum wage.
 - Stated the Budget sounds great, all the money isn't there for it yet, but that he liked what was being done, stating it's done better than before even when he was on the Board and that it is much more detailed.
 - Stated you will always have a Personnel problem with Meadview.
- Pat Kelley-Staab
 - Noted the biggest problem with Personnel in Meadview is the travel out to Meadview (wear and tear on vehicle), stating she sees why they don't want to come out to Meadview. She suggested incentives, gas money or a bonus to come out to Meadview.
- Randy Stultz
 - Noted St. 43 was originally a Volunteer Station.
 - Stated a woman working at St. 43 left for the evening as he had heard she wasn't comfortable sleeping in the Station. Mr. Stultz stated the flag was up, which provided a false sense of security, but he didn't blame her for not wanting to sleep at the Station.
- Charlotte Kiffer
 - Stated Chief Winn noted the Reserves were down \$100,000 from 7/1 and she'd like to know where that went and requested that to be on next month's Agenda.
 - No specifics about wind farm and gas stations follow-up's and that Chair Cass indicated at the Candidates Forum she would inquire about the status of those. Mrs. Kiffer noted she keeps hearing something is being done but doesn't know what that is and that should be a big focus for revenue into the District.
 - Suggested a day off for Staff within same pay period to alleviate overtime from Board Meeting.
 - Noted she filed the complaint with MCSO to find out where the money has gone and noted the last Chief's Report the Chief refuted things.
 - Concerns with suing Tim Bonnee for past trainings unattended and suing a candidate for items removed from the District Office. Stated she felt those are retaliatory in nature and those items aren't on the agenda today. Mentioned election interference with that candidate running for office.
 - Stated she's been on the Board before and mentioned Dereliction of Duty regarding the Board's employee (Fire Chief), that the position was delegated to an office person to make that selection. She stated she reviewed Minutes and didn't see where that vote took place and has asked how this came about and why it came about. Mrs. Kiffer stated this is nothing personal with Chief Winn, it's the responsibility of the Board and in her opinion it's a Dereliction of Duty, stating if you aren't willing to do the job, don't be on the Board.
- Ellen Reh-Bower
 - Mentioned she was glad to hear about the Out of District billings being done for fires.
 - Provided a Thank You for the updated Volunteer information on the Website.

- Requested financials to be posted on Website (Budget vs Actual).
- Requested that the approved versions of Minutes be posted on Website instead of the draft versions.
- Requested consideration for reinstating independent accounting services.

8) CONSIDERATION OF FUTURE AGENDA ITEMS.

- Specified tabled items will move to following month’s Regular Meeting, unless noted otherwise and/or pending additional information.
 - ISO Rating information for LMRFD
 - Annexation information/plans for Meadview
 - Collection Agency (Ambulance Revenue)

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

- 11/20/2020 at 10:00 a.m. – Chamber of Commerce (Dolan Springs) or TBD/TBA.

10) ADJOURNMENT.

- Director Cass motioned to adjourn the meeting, Director Berg 2nd. Directors Berg, Campbell, Karash, DeLara and Cass voted, “Aye.” Motion carried, unanimously.
- Director Cass adjourn at approximately 11:45a.m.

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

Date: 10/27-10/28 2020