



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 will met in Regular Session on **10/21/2021** at **10:00 a.m.** The Meeting was held at the **Dolan Springs Chamber of Commerce, 16154 Pierce Ferry Rd, Dolan Springs AZ, 86441.**

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.

1) CALL TO ORDER 10:04am

2) ROLL CALL OF BOARD MEMBERS

Directors Theodora Koeppen, Douglas Braaten and Chair Susan De Lara- PRESENT

Director Phyllis Aitken- PRESENT by phone

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

4) EXECUTIVE BUSINESS *(Board of Directors may vote to go into Executive Session pursuant to A.R.S §38.431.03 (A) (3))*

Due to legal counsel Nick Cornelius being unable to attend, the Board decided to table any executive discussion on the following items:

Old Business:

a. Discussion regarding: Follow up with AG complaints (Director De Lara)

b. Discussion regarding: Status of legal matters (Jackson lawsuit and Barnett complaint) before the Fire District (carried over)

New Business:

a: Discussion regarding: Chairperson Susan De Lara resignation (Director De Lara)

b: Discussion regarding: 9/21 conference with legal counsel Nick Cornelius regarding format of agenda and open meeting procedures. (Director De Lara)

5) MINUTES

Motion to accept September 16th, 2021 regular minutes as presented: Director Braaten

Seconded: Director Karash

Vote: Directors Aitken, Braaten, Karash, Koeppen, and Chair De Lara- AYE

Motion to accept September 16th, 2021 executive minutes as presented: Director Karash

Seconded: Director Braaten

Vote: Directors Aitken, Braaten, Karash, Koeppen, and Chair De Lara- AYE

6) REPORTS

a. Financial Report

Gabe Buldra of James Vincent Group called into the meeting to give his financial presentation for the month of September.

Total revenue for the month of September is 111K, which is under budget by 25K. Tax revenue is 16K, which is under budget by 78K. Tax collection has been lagging, which has resulted in this discrepancy.

Non-tax revenue is at 95K, which is over budget by 53K. Breaking this down, the District's ambulance revenue is over budget by 12.5K, and Wildland revenue is over by 39.5K. Mr. Buldra said that these numbers are good to see. Also, at this time, the District is still waiting on the state of Arizona to issue the funds for the latest Wildland deployment that the District participated in.

Total expenses for September totaled 120K, which is over budget by 49K. This includes vehicle fuel which is over budget by nearly 4K, and vehicle maintenance which is over by 9K. Overtime wages and wildland are over budget by 34K. Mr. Buldra told the Board that this was driven by Wildland deployments and that the revenue generated from these assignments outweighs the costs. These numbers are not of concern.

Year to date, the District's total revenue currently sits at 440K, which is 191K over budget. Much of this is due to SCBA Grant income of 201.5K.

Year to date, the District's total expenses are 525K, which is currently 266K over budget. 200K of this figure is because of the Grant, while the remaining 66K can be attributed to Wildland deployments and maintenance on vehicles and stations.

Mr. Buldra recommended that some of the older apparatus that the District is using be replaced. Fire Chief Bonnee explained that the ambulance manufactured by Ford is taking up much of the vehicle repair expenses. Due to how Ford disallows some critical changes from being made to their vehicles, Bonnee suggested the District look at other auto manufacturers. The District currently owes between 98 to 100K on this ambulance, and Bonnee is confident that because of the year and mileage the District will be able to recoup that amount on a sale.

Director Koeppen had questions about some of the figures in Mr. Buldra's report and wanted clarification. For instance, the reason the District is currently over on grant expenses is because when the budget was drafted, it was in hopes that expenses

related to the grant would be completed before the start of the new fiscal year. Unfortunately, that did not happen.

Mr. Buldra also addressed a question about overtime wages and wildland. Mr. Buldra told the Board that the District pays for everything upfront and is then reimbursed by the State of Arizona. The State created a surplus fund for the purpose of reimbursing personnel costs as quickly as possible.

Motion to accept financials as presented by Gabe Buldra of James Vincent Group: Director Koeppen

Seconded: Director Karash

Vote: Directors Aitken, Braaten, Karash, Koeppen, and Chair De Lara- AYE

b. Chief Report

Fire Chief Bonnee opened his report by telling the Board that to date, the District has responded to over 900 calls since the beginning of 2021. October of last year, the District was at 680. Bonnee said that is a large reason why there is an overage in the budget for fuel expenses. The apparatus are very expensive to run and the local Chevron stations are currently charging over \$4 a gallon.

Run Report:

AMR Transports: 0

Med Calls: 91

Dolan Transports: 78

Dolan Refusals: 8

Dolan Public Assists: 2

Fire Calls: 22

Mutual Aid Calls: 0

HWY 93 Calls: 21

Meadview Calls: 12

Meadview Transports: 9

Meadview Refusals: 1

Meadview Public Assists: 2

Meadview Coverage Days: 14

District Properties: The District is still waiting on the final supplies needed for the renovations and repairs inside Station 43 in Meadview. However, the refrigerator inside 43 did go out recently. That is being looked into for replacement.

Projects in the Works: The District did not win the AFG grant for the new fire truck. However, the next grant opens in November. The contact with the District's grant writers ends on October 31st and the Fire Chief advised the Board that this service has won the District 3 out of 5 grants that were applied for since bringing them in.

The new cascade system for filling air tanks has been delivered and set up at Station 41. We are still waiting for a technician from United Fire to come and test the system before it can be put into service.

One quote for a generator has been obtained and the Fire Chief is waiting on others.

Lastly, the District is organizing a Trunk or Treat at Stations 41 and 43 for Halloween. The dates are Wednesday the 27th at Station 41 and Friday the 29th at Station 43. There is an open invitation for people to bring their vehicles and participate. The District is also accepting donations of decorations and candy for the events.

c. Admin Report

No admin report for the month of October

d. Technical Committee Report

No technical committee report for the month of October

7) REGULAR SESSION

Old Business:

- a) **Discussion and possible action:** Legal considerations regarding the Fire District (carried over)
- b) **Discussion and possible action:** Purchase of station generator for emergencies (Fire Chief Bonnee)
- c) **Discussion and possible action:** Fuel supply for the Fire District (Fire Chief Bonnee)
- d) **Discussion and possible action:** Repairs at Station 43 (Fire Chief Bonnee)

No discussion or actions requested for any items under Old Business.

New Business:

- a) **Discussion and possible action:** Resignation of Board Chairperson Director Susan DeLara (Director De Lara)

Chair De Lara informed the Board of her intent to resign. She has submitted her resignation letter to both the Fire Chief and the attorney Nick Cornelius. She expressed sorrow at her leaving but stated that she feels that the District is back on track and functioning well.

The announcement of a new Board director opening has already been posted to the LMRFD website and Facebook page, as well as an ad in the Kingman Daily Miner. Any interested parties may come into Station 41 for an application or download and print one online from the District website. Applications will be accepted until October 28th.

Motion to accept the resignation of Susan De Lara, effective October 29th: Director Aitken

Seconded: Director Braaten

Vote: Directors Aitken, Braaten, Karash, Koeppen, and Chair De Lara- AYE

- b) **Discussion regarding:** 9/21 conference with legal counsel Nick Cornelius regarding format of agenda and open meeting procedures. (Director De Lara) Move to next month

Tabled until the attorney Nick Cornelius can attend and participate.

c) Discussion and possible action: Increasing the efficiency of Board meetings (Director De Lara)

Chair De Lara said that starting next month, a consent agenda will be done for the LMRFD reports, including the financials, minutes, chief report, admin report, and technical committee report. As materials will be sent out prior to the meetings, if the Board wishes any discussion on anything in the reports, then they may tell the admin staff and their items will be added to the agenda for discussion.

d) Discussion and possible action: Changing board meeting dates (Director De Lara)

Chair De Lara told the Board that they should consider what meeting times and dates would be best for the upcoming year. She said that there are members of the public that wish to attend and cannot due to the current meeting schedule.

Director Aitken warned the Board that if the meetings happen earlier in the month, then Mr. Buldra may not be able to have the financials completed on time.

Further discussion has been tabled for an upcoming meeting.

e) Discussion and possible action: Updated social media training for district employees and board members (Director De Lara)

Chair De Lara explained to the Board that it may be a good idea for staff and Board members to take social media training. Both Gardner of the admin staff explained that although there is already a policy in place for mishandling social media, the training would add a layer of protection for everyone. What is posted online might seem okay, but truly is not.

Director Aitken suggested the item be tabled until more information is available. She also suggested thinking about appointing a Public Information Officer.

f) Discussion and possible action: The need for a better conference system to allow remote attendees into the meeting. (Chief Bonnee)

Fire Chief Bonnee told the Board that the admin staff is working on a better conference system for remote attendees. No action required.

8) 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).*

Charlotte Kiffer, DSCC Board member: Wanted to thank LMRFD for their participation in Dolan Days and their help with prepping the event.

Charlotte Kiffer, Dolan Springs resident: She thanked the Board and Fire Chief for making the District what it is today. She expressed that she is proud of what LMRFD is giving to the community, including Meadview. She told the Board that there is to be a potluck at the Dolan Springs Community Council between 4-6pm on Saturday for De Lara.

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.

There was a property annexation request that failed to make it on the agenda for the October regular meeting. The grant writer will also need to be reapproved. A special meeting will be held next Wednesday, October 27th, at 11 am at Station 41 in Dolan Springs.

10) NEXT REGULAR BOARD MEETING DATE & LOCATION. (Subject to change, notice/announcement will be posted via District Website, if any changes occur.) **11/18/2021 at 10:00 a.m.** at the **Dolan Springs Chamber of Commerce, 16154 Pierce Ferry Rd, Dolan Springs AZ, 86441.**

Motion to adjourn meeting at 11:30 am: Director Aitken

Seconded: Director Koeppen

Vote: Directors Aitken, Braaten, Karash, Koeppen, and Chair De Lara- AYE

MINUTES prepared by: Jen Gardner

Date: 10-23-21

Time: 3:00 pm

MINUTES posted by: Jen Gardner

Date: 10-25-21

Time: 7:30 am

Pursuant to the Americans with Disabilities Act (ADA), the Lake Mohave Ranchos Fire District endeavors to ensure accessibility of all its programs, facilities, and services to all persons with disabilities. If any disabled person needs an accommodation, please notify the Lake Mohave Ranchos Fire District at: (928) 767-3300, prior to the scheduled meeting time.

LMRFD Official Posting Locations:

Administration / St. 41 (16126 Pierce Ferry Rd Dolan Springs, AZ)
Dolan Springs Chamber of Commerce (16154 Pierce Ferry Rd Dolan Springs, AZ)

St. 43 (30250 Stillwater Meadview, AZ)
Meadview Civic Association (247 Meadview Blvd, Meadview, AZ 86444)

LMRFD Website (www.lmrfd.org)