



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 Executive Session on **11/17/2021** at **10:00 a.m.** The regular session meeting started at **11:00 am**. 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 10:03 am

2) ROLL CALL OF BOARD MEMBERS

Directors Phyllis Aitken, Douglas Braaten, Mike Karash, and Theodora Koeppen- PRESENT

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))

Old Business:

a. Discussion regarding: Follow up with AG complaints (carried over) (Director Aitken). Nick Cornelius will be brought into the meeting via phone.

b. Discussion regarding: Legal considerations about the Fire District (carried over) (Director Aitken). Jeff Mattura, attorney for VFIS will be physically present to discuss the Karen Jackson lawsuit.

New Business:

a: Discussion regarding: 9/21 conference with legal counsel Nick Cornelius regarding format of board meeting agendas and open meeting procedures (carried over) (Director Aitken).

b: Discussion regarding: Required open meeting training per AG remedies discussed in *Old Business a.* above (Dir. Aitken)

5) Consent – Last Meeting Minutes

October 21st Regular Meeting Minutes and October 27th Special Meeting Minutes:

Motion to accept meeting minutes with correction to attendance: Director Karash.

Seconded: Director Braaten

Vote: Directors Aitken, Braaten, Karash, Koeppen- AYE

6) REPORTS

a. Financial report

Steven from James Vincent Group gave the financial presentation.

Revenue for the month of October was 214K, which is over budget by 44K. This is largely due to an influx of tax revenue which happens about twice a year- in October and again in April or May.

Tax revenue is 197K, which is over budget by 54K. This is because of the point mentioned above.

Non-tax revenue for October is 17.5K, which is under budget by 9K. This is largely in part because ambulance revenue tends to be volatile.

Expenses for October totaled \$120K, which is over budget by \$49K. This overage, as with previous months, is because of vehicle fuel and vehicle maintenance, along with overtime wages concerning Wildland deployments.

Year to date, total revenue is \$440K, which is 191K over budget due to the AVG grant income of 200K. However, tax revenue is at \$46K, which is 62K under budget.

Year to date, total expenses are 525K, which is 267K over budget. This variance is due to the AVG grant and personnel expenses.

Motion to accept financials as presented: Director Aitken

Seconded: Director Karash

Vote: Directors Aitken, Braaten, Karash, Koeppen- AYE

b: Chief Report

Fire Chief Bonnee began his report by expressing appreciation for his staff and volunteers for the work that they've done this month, as at some points during the month they were handling four or five calls at a time.

Run Report:

AMR Transports: 0

Med Calls: 89

Dolan Transports: 74

Dolan Refusals: 8

Dolan Public Assists: 3

Fire Calls:18

Mutual Aid calls: 0

Hwy 93 Calls: 26

Meadview calls: 9

Meadview transports: 5

Meadview Refusals: 2

Meadview Public Assists: 2

Meadview coverage days: 15

Meetings/Conferences/Trainings:

MCFOA meeting
Monthly Run Review

District Properties:

Our Halloween trunk or treat at both stations were a huge success. The new cascade system was installed and in service, which fills the bottles the firemen use to breathe.

Projects in the works:

The 2021 AFG grant has opened and the Chief is currently working with the grant writer to submit applications for a turnout extractor washer and dryer, along with a Type 6 brush truck with four wheel drive.

Call volume is up by 73%. There have been several occasions where we had multiple calls at the same time. The District is short staffed and there is concern about burnout in the crew. The Chief is currently looking at options for creating incentives to draw in more eligible individuals to join LMRFD and relieve the stress on the very small number of staff we currently have. Part of the reason the call volume has increased is because of COVID, and that may not be slowing down any time soon.

The District is hosting the MCFOA meeting at the DSCC on November 18th.

The Fire Chief and Glenn Gardner of the admin staff are working with the State Fire Marshal to obtain approval for a fuel tank.

James Vincent Group is looking at the costs for a backup generator.

The Chief is still going over options to replace the Ford ambulance that is becoming too costly to repair.

7) REGULAR SESSION

Old Business:

- a) **Discussion and possible action:** Legal considerations regarding the Fire District (carried over) (Dir. Aitken)
Discussed in Executive.
- b) **Discussion and possible action:** AG complaint follow-up (carried over) (Dir. Aitken)
Discussed in Executive.
- c) **Discussion and possible action:** Purchase of station generator for emergencies (Fire Chief Bonnee)
There was discussion about placing a generator at Station 41. It was explained that a generator is necessary there because it is where the District radio equipment is located and how they are dispatched to calls. DeVault Electric quoted the District 26K to have one installed. The next closest quote was 62K. No action taken.
- d) **Discussion and possible action:** Fuel supply for the Fire District (Fire Chief Bonnee)
Glenn Gardner updated the Board on the steps taken to date. He explained that it is a complicated process with several entities involved and regulations to adhere to.

New Business:

- a) **Discussion and possible action:** 9/21 conference with legal counsel Nick Cornelius regarding agenda format, open meeting procedures. (Director Aitken)

Director Aitken told the Board that an amended agenda was posted by the admin staff to correct any errors. Glenn

Gardner also notified the Board on other actions that were taken per Cornelius' instructions.

Attorney Cornelius was called to confirm that the correct steps have been taken to appease the AG. The Attorney also mentioned he is still following up with the AG to see what training will suffice for the Board and admin staff.

- b) Discussion and possible action:** Increasing the speed and efficiency of Board meetings (Director Aitken)
Director Aitken believes that the Board is on the right track with how the meetings are being conducted. No action taken.
- c) Discussion and possible action:** Changing board meeting dates (Director Aitken)
Currently, the Board meets on the third Thursday of every month at 10am. Director Braaten updated the Board on the status of the Meadview Civic Association's schedule and the use of their meeting rooms. With the discussion, the item will be moved to the December 2021 meeting agenda.
- d) Discussion and possible action:** Selection of a new board chairperson (Dir. Koeppen)
- Motion to nominate Director Koeppen as the new LMRFD Board Chairperson: Director Aitken**
Seconded: Director Karash
Vote: Directors Aitken, Braaten, Karash, Koeppen- AYE
- e) Discussion and possible action:** Interview Mr. Aric Garza, candidate for the open Board of Directors seat (Dir. Aitken)
- The Board, led by Director Aitken, conducted an interview with Mr. Garza with pre-prepared questions. He confirmed that the Board responsibilities would not interfere with his current schedule and that he is qualified for the position.
- The Board accepted Mr. Garza as a new member of the LMRFD Board. He performed the Oath of Office, which was directed by Director Aitken.
- f) Discussion and possible action:** Review and discussion of lease for Station 43 (Dir. Koeppen)
- Chairperson Koeppen, upon reviewing the contract, has concerns about putting a generator at Station 43 since it would need to be permanently affixed to the property. If the District ever left the station, then the generator would stay behind. The Fire Chief stated that the crew could run everything they need off the truck generator, they would just need an electrician to perform some necessary wiring for that to be feasible.
- Chairperson Koeppen was also concerned about having adequate insurance on the building, which the Chief was able to confirm it had.
- g) Discussion and possible action:** Feasibility of putting a remote printer in Meadview so Meadview directors can print their own board meeting packets (Dir. Braaten)

Director Braaten suggested setting up a printer with holepunch capabilities at Station 43 for the Directors in Meadview so they would not need to go to Station 41 to pick up their Board packets. Instead, the admin staff could print the packets remotely to Station 43.
Glenn Gardner reminded the Board about SharePoint and how the Board will have access to the packets anywhere

at any time, and may print them on any printer.

Item tabled to gather more information.

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).*

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.) **12/16/2021 at 10:00 a.m.** at the **Meadview Civic Center, 247 Meadview Blvd, Meadview, AZ 86444.**

Motion to adjourn the November Regular meeting at 1:15 pm: Director Karash
Seconded: Director Aitken
Vote: Directors Aitken, Braaten, Karash, Koeppen- AYE

MINUTES prepared by: Jen Gardner

Date: 11/20/2021

Time: 8:00 pm

MINUTES posted by: Jen Gardner

Date: 11/21/2021

Time: 11:00 pm

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)