



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 on **12/16/2021** at **10:00 a.m.** The Meeting was held at the **Meadview Civic Center, 247 W Meadview Blvd, Meadview AZ 86444**. 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 Aitken, Braaten, Garza, Karash, and Chairperson 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)*

Led by Director Karash.

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

Motion to enter Executive Session: Director Karash.

Seconded: Director Braaten.

Vote: Directors Aitken, Braaten, Garza, Karash, and Chairperson Koeppen- AYE

Old Business:

- a. **Discussion regarding:** Follow up with AG complaints and required training. (carried over) (Director Aitken)

New Business:

- a. **Discussion regarding:** Attorney Cornelius's warning concerning illegal discussion of items in Executive session (Chairperson Koeppen)
- b. **Discussion regarding:** Wage increases for full-time and POC staff. (Chairperson Koeppen and Fire Chief Bonnee)
- c. **Discussion regarding:** Acting Chief stipend. (Fire Chief Bonnee)

Motion to enter Regular Session: Director Aitken

Seconded: Director Karash

Vote: Directors Aitken, Braaten, Garza, Karash, and Chairperson Koeppen- AYE

5) CONSENT AGENDA

a. 11/18/2021 Regular Minutes

Motion to accept 11/18/2021 Regular minutes as presented: Director Aitken

Seconded: Director Karash

Vote: Directors Aitken, Braaten, Garza, Karash, and Chairperson Koeppen- AYE

b. 11/18/2021 Executive Minutes

Motion to accept the 11/18/2021 Executive Minutes as presented: Director Braaten

Seconded: Director Aitken

Vote: Directors Aitken, Braaten, Garza, Karash, and Chairperson Koeppen- AYE

6) REPORTS

a. Financial Report presented by Gabe Buldra of James Vincent Group

Revenue for November is 175K, which is over budget by 32.5K. The District is catching up on tax collections and ambulance revenue is higher than normal. However, Fire Chief Bonnee told Mr. Buldra that insurance reimbursed a portion of the vehicle maintenance costs.

Expenses for November are 80K, which is over budget by 4K. This is largely due to cost of fuel. Vehicle maintenance is also partly responsible for the overage.

Revenue for year to date is 837K, which is over budget by 276.5K. This is mostly because of grant income.

Expenses for year to date is 684.5K, which is over by 282K over budget. As with revenue, this is driven by a grant. Personnel expenses for Wildland Deployment is also a factor, which is reimbursed by the state.

Mr. Buldra told the Board that payment into PSPRS is going up over 7%. Worker's Comp was hit by 2 million in COVID claims that were not anticipated when the pool was created. The District may owe an assessment fee that may be between 75-90% of what our costs are. That may total up to 25K.

Mr. Buldra also suggested amending the budget if the District is going to do mid-fiscal year raises for the staff.

Motion to accept JVG's financial report: Director Aitken

Seconded: Director Braaten

Vote: Directors Aitken, Braaten, Garza, Karash, and Chairperson Koeppen- AYE

b. Chief's Report

Run Report:

AMR Transports: 0

Med Calls: 101

Dolan Transports: 78

Dolan Refusals: 5

Dolan Public Assists: 2

Fire Calls: 26

Mutual Aid Calls: 0

Highway 93 Calls: 31

Meadview Calls: 7

Meadview Transports: 6

Meadview Refusals: 1

Meadview Public Assists: 0

Meadview Coverage Days: 15

Meetings/Conferences/Trainings:

The MCFOA meeting was hosted b7 LMRFD on 11/18.

The run review was on 11/09.

District Vehicles:

The ambulance R-415 went to the Ford dealership for a recall. However, not everything was done. There are cracks in the DEF fluid system that were a part of the recall, but Ford did not address. The District's regular mechanic is attempting to get it sorted out.

District Properties:

The fuel system is still underway. The company responsible is still awaiting word from the card reader supplier.

As for the generator, the District is still awaiting one more quote.

Projects in the Works:

LMRFD has two submissions for the AFG grants and the results will be in around summertime.

We entered Kingman's Parade of Lights and took 3rd place for best display.

Lastly, there has been an unusually large amount of structure fires within a period of a couple weeks. LMRFD and the sheriff's office is aware that there is a potential arsonist that is targeting abandoned properties.

And once again Fire Chief Bonnee thanked his crews for working hard through the surge of calls. With two weeks left to go in the year, the District has responded to over 1,100 calls. 2020 only saw 712.

b. Admin Report

Office Assistant Jen Gardner told the Board that the office purchased 6 laptops to be assigned to the Board and Chief. Each laptop will be set up for each individual so they may conduct District duties more easily. She gave the Board an overview of what to expect and said that she will meet with the Directors individually for personal training on the new equipment if necessary.

7) REGULAR SESSION

Old Business:

- a.** Discussion and possible action: Follow up with AG complaints and required training. (Director Aitken)

The attorney Nick Cornelius had updated the Board on the status of the AG complaints in executive session, and advised the Board on how they may meet the requirements of the AG-mandated statutory training. Fire Chief Bonnee told the Board that it would cost the District over 3K to attend the AFDA training for travel and lodging fees. Cornelius can also do the training, however he would have to charge his hourly rate.

Cornelius advised the Board on another option- an attorney from the ombudsman's office that offers general statutory training for free.

Item tabled until there is more information.

- b.** Discussion and possible action: Purchase of station generator for emergencies. (Fire Chief Bonnee)

Discussed in Chief's report. Tabled.

- c.** Discussion and possible action: Fuel supply for the Fire District (Fire Chief Bonnee)

Office Assistant Glenn Gardner updated the Board on where the District is in regards to the new fuel tank. Rebel Oil is currently waiting on a reply from their supplier for the card readers. He also mentioned that Mt. Tipton Water is also attempting to have a fuel tank installed. It may be possible to work out a discount for installation if both systems are installed at the same time.

Tabled until there is more information.

- d.** Discussion and possible action: Changing the Board meeting dates and/or locations. (Director Aitken)

Director Braaten spoke with the Meadview Civic Association about their schedule for the year. The Board considered moving the meetings to the 4th week of the month on Tuesdays, but decided against it.

Motion to keep the current LMRFD Regular Meeting schedule on the 3rd Thursday of every month: Director Aitken

Seconded: Director Garza

Vote: Directors Aitken, Braaten, Garza, Karash, and Chairperson Koeppen- AYE

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

It has been discovered that the Meadview Civic Association and DS Chamber of Commerce both have wifi. The Dolan Springs Community Council does not. Jen Gardner told the Board it would be feasible to use Zoom to bring in absent Directors or other individuals to the meetings when necessary. Director Braaten suggested a hotspot for when internet connectivity is in question.

No action taken.

New Business:

- a. **Discussion regarding:** Attorney Cornelius's warning concerning illegal discussion of items from Executive sessions. (Chairperson Koeppen)

Discussed in executive. No action taken.

- b. **Discussion and possible action:** Wage increases for full-time and POC staff. (Chairperson Koeppen and Fire Chief Bonnee)

Discussed in Executive.

In order to retain the crew the District has, the Fire Chief and Chairperson Koeppen want to raise the wages of the employees of the District. With the increased expenses for PSPRS and other line items, it was advised by JVG to do half the total suggested raise for the POCs in January and then reevaluate the end of the fiscal year. The full time employees would receive the full raise in January.

Motion: Fulltime employees will receive a raise of 80 cents per hour beginning in January. Office staff will receive a raise of 25 cents an hour, as well as POC staff that has been with the District for five years or more. Office and POC staff will be reevaluated at a later date- Director Aitken

Seconded: Director Braaten

Vote: Directors Aitken, Braaten, Garza, Karash, and Chairperson Koeppen- AYE

- c. **Discussion and possible action:** Acting Chief stipend. (Fire Chief Bonnee)

Discussed in Executive.

Motion: Approval of a \$7 stipend for an acting chief, as well as amending the appropriate policy and documentation- Director Garza

Seconded: Director Karash

Vote: Directors Aitken, Braaten, Garza, Karash, and Chairperson Koeppen- AYE

d. Discussion and possible action: Annexation of E. Stanton Drive property. (Fire Chief Bonnee)

Fire Chief Bonnee told the Board this annexation was started until ex-Fire Chief Winn and never filed with the county.

Motion: Accept the E. Stanton Drive property into the District- Director Karash

Seconded: Director Aitken

Vote: Directors Aitken, Braaten, Garza, Karash, and Chairperson Koeppen- AYE

e. Discussion and possible action: Section IV of the Robert's Rules of Order guide- Motions. (Chairperson Koeppen)

Discussion only. Koeppen suggested the Board refine their language while making motions using Robert's Rules of Order as an example.

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).*

No public present.

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.

Director Karash asked for reconsideration of the raise for office staff to the full amount starting in January.

10) NEXT REGULAR BOARD MEETING DATE & LOCATION. (Subject to change, notice/announcement will be posted via District Website, if any changes occur.) **01/20/2022 at 10:00 a.m.** at the **Dolan Springs Chamber of Commerce, 16154 Pierce Ferry Rd, Dolan Springs AZ, 86441.**

Motion to end the December Regular Meeting at 12:47 pm: Director Aitken

Seconded: Director Karash

Vote: Directors Aitken, Braaten, Garza, Karash, and Chairperson Koeppen- AYE

MINUTES prepared by: Jennifer Gardner

Date: 12/19/2021

APPROVED MINUTES signed/posted by: Jennifer Gardner

Date: 01/31/2022 Time: 6:30am

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)