



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 **04/21/2022** at **10:00 a.m.** The Meeting was held at the **Meadview Civic Association (247 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: 10:07am

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)*

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 Braaten

Seconded: Director Aitken

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

New Business:

a. Discussion: New AG Complaints filed in April 2022 (Fire Chief Bonnee)

b. Discussion: Potential wage increase for administrative staff (Director Koeppen)

5) MINUTES

03/17/2022 Regular Minutes

Motion to accept minutes as presented: Director Aitken

Seconded: Director Garza

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

Director Braaten- ABSTAINED

6) CONSENT AGENDA

a. Financial Report: Gabe Buldra will review monthly financials and amended budget request

The following figures are rounded.

Revenue for the month of March is \$86.5K, which is over budget by \$16.3K. This is mostly driven by ambulance revenue.

Tax revenue for March is \$36.6K, which is under budget by \$7K.

Non-tax revenue for March is \$49.8K, which is over budget by \$23.3K. Ambulance revenue is over budget by \$19.5K.

Expenses for the month of March totalled \$104K, which is over budget by \$14K. This is driven by vehicle expenses, which is over budget by \$8.9K because of fuel and repairs on WT-418.

Year to date, total revenue is \$1.18 million, which is \$342K over budget. This is driven by grant income that is over budget by \$197.7K and Wildland income that is over budget by \$60K.

Year to date, expenses are \$1 million, which is \$302.8K over budget. This is driven by grant expenses, which are \$194.7K over budget and personnel expenses which are \$45.9K over budget.

All told, revenue is covering expenses and the District is \$68K ahead.

Motion to accept financial report: Director Aitken

Seconded: Director Braaten

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

Steven from JVG also presented the proposed 2023 budget.

The District's assessed value is at \$19 million, which has decreased by .72%. JVG is looking to increase the tax rate in the budget to the new cap rate of 3.375%. So even with the lower assessed value, the District should see 19K in more tax revenue.

Proposing a 40K increase in revenue overall, which is an increase of 25K. This was decided after looking over numbers such as ambulance revenue.

As for expenses, the District is looking at a 64K increase. This includes a quarter raise for all operations personnel, which hits in July. There is a decrease in personnel because there is one less full fulltime position. To make up for it, there is a greater budget for POC and overtime wages.

Worker's comp and PSPRS did increase a bit.

Not much has changed on the operational side.

JVG is proposing \$72K go into reserves. \$57K of this money is wildland margin.

JVG representatives will be present at the May board meeting to give a full presentation, and then the Board will vote to tentatively accept the budget. The tentative budget will be posted for 20 days minimum, after which the Board may vote

to adopt.

b. Chief Report: Fire Chief Tim Bonnee will review chief's report

AMR Transports: 0

Med Calls: 88

Dolan Transports: 69

Dolan Refusals: 6

Dolan Public Assists: 2

Fire Calls: 14

Mutual Aid Calls: 0

HWY 93 Calls: 16

Meadview Calls: 11

Meadview Transports: 9

Meadview Refusals: 2

Meadview Public Assists: 0

Meadview Coverage Days: 16

Meetings/Conferences/Trainings:

Run review was in 3/08/2022. The MCFOA Meeting was on 3/24/2022.

District Properties:

Station 43's lower bay was broken into. Sheriff's department was called and they took fingerprints. It will be a while before the lab processes them.

District Vehicles:

R-415, the Chevy ambulance, was fixed and returned back into service. The Ford ambulance was also repaired and is back as the reserve. The District is now also auctioning off older vehicles that are not being used. They are a liability for break ins and are not an asset to the District.

Projects in the works:

- The District should start seeing results from the AFG grants starting in June or July. These grants are for a new Type-6 brush truck and turnout extractor/dryer.
- As there are continuing issues with one of the companies responsible for getting the District's fuel tank installed, other solutions are being explored.
- Lastly, wildland season is kicking off and the District has already received its first assignment. A water tender has been sent to a wildfire in Prescott, AZ.

c. Admin report: Presented by Glenn Gardner

- Jen Gardner is still working on the SharePoint file structure and moving documents into SharePoint as the structure matures.
- BLM Leases have been renewed for the year.
- Jen Gardner oversaw the installation of Starlink at Station 41 and configured it for use. Service has been solid so far, with greatly increased internet speeds.
- Administration is preparing for an annual records purge to keep the District compliant with legal requirements regarding retention of information. During the month of May, we will be investing time to research any changes to federal and state requirements and adjusting our in-house process as needed for conformance. In-house forms necessary for the process may be revised or updated at this time. We will also be creating a documented process with workflow diagrams and appropriate detailed work instructions so future administrators unfamiliar with the process will have clear instructions to follow.
- The 5-year plan is currently being updated and will be available in an updated textual format and a PowerPoint presentation before the month's end.

Motion to accept consent agenda: Director Aitken

Seconded: Director Garza

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

7) REGULAR SESSION

New Business:

a. Discussion and possible action: New AG complaints filed in April 2022 (Fire Chief Bonnee)

Discussed in executive session. No action taken on advice of legal counsel.

b. Discussion and possible action: Potential wage increase for administrative staff (Director Koeppen)

Discussed in executive session.

Motion to accept wage increase for administrative staff: Director Garza

Seconded: Director Karash

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

Director Aitken- NAY

c. Discussion and possible action: Adoption of amended budget (Fire Chief Bonnee)

Motion to accept the adoption of the amended budget: Director Aitken

Seconded: Director Karash

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

d. Discussion and possible action: Changing date or time of Dolan Springs Regular Meetings (Director Braaten)

Currently, Dolan Springs regular meetings convene on the 3rd Thursday of every other month, starting at 10am. Director Braaten

presented to the Board that the current meeting time coincides with the food distribution in Dolan Springs. He proposed that the meeting be moved to later in the day or a different day entirely, so more people may attend if they wish.

Motion to move Dolan Springs regular meeting to 1pm starting next month: Director Aitken

Seconded: Director Braaten

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

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.) **05/19/2022 at 10:00 a.m.** at the **Dolan Springs Chamber of Commerce (16154 Pierce Ferry Rd Dolan Springs, AZ)**

Motion to adjourn April 2022 meeting at 11:57am: Director Braaten

Seconded: Director Aitken

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

MINUTES prepared by Jen Gardner

Date: 04/25/2022

MINUTES posted by Jen Gardner

Date: 04/26/2022

Time: 12:15

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)