



Lake Mohave Ranchos Fire District



Phone: (928) 767-3300

16126 Pierce Ferry Road or P.O. Box 611
Dolan Springs AZ, 86441

Fax: (928) 767-3301

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 **10/20/2022** 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, were subject to Board consideration, discussion, approval, or other action. All items were set for possible action.

1) CALL TO ORDER

Chairperson Koeppen called the meeting to order at 10:00 am

2) ROLL CALL OF BOARD MEMBERS 10:00 am

Director Braaten present

Director Karash present

Director Garza present

Director Koeppen present

Director Aitken 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)*

Director Karash led the Pledge of Allegiance and moment of silence.

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

No Executive Session was scheduled for this meeting.

5) MINUTES

09/21/22 Regular Minutes 10:02 am

All members indicated they had found no issues with the September meeting minutes.

Director Aitken moved to accept the minutes as submitted.

Director Garza seconded the motion.

All directors voted AYE and the minutes were approved at **10:02 am**

6) CONSENT AGENDA

a. Chief Report: Fire Chief Tim Bonnee reviewed the chief's report. **10:02 am**

Run Report:

AMR Transports: **0**

Med Calls: **97**

Dolan Transports: **84**

Dolan Refusals: **5**

Dolan Public Assists: **4**

Fire Calls: **22**
Mutual Aid Calls: **0**
Hwy 93 Calls: **25**
Meadview Calls: **12**
Meadview Transports: **9**
Meadview Refusals: **3**
Meadview Public Assists: **2**
Meadview coverage days: **17**

Meetings/Conferences/Trainings:

- Run Review 9/13/2022
- MCFOA Meeting on 9/22/2022

District Properties:

The Dolan Chamber building is now insured under the fire department policy. We will be getting with Michelle to see what direction the Chamber is going to see if they plan to continue operating. If they do, then we will have a lease drawn up by our attorney.

District Vehicles:

C-401 had some things fixed in the shop and gone through when I was on vacation to include ball joints, sway bar bushings, transmission. We got B-416 back after the injector issues we were having, and it is back in service.

Projects in the works:

- We did receive our equipment that we got with the AFG grant. We installed the extractor, and we are waiting for the electrician to wire up the dryer cabinet. LMRFD paid for the dryer and extractor, and I submitted paperwork for our payment from FEMA to reimburse us for that.
- I also submitted the paperwork for the reimbursement for the Homeland Security grant we received last year for radios that we will be getting on Nov. 1st so we will be reimbursed for that as well.
- The phone issue switching from Frontier to Granite I didn't see a reason to put it on the agenda since it's an operational issue and we are saving, rather than spending money. We are saving almost \$500 a year and improving our emergency preparedness by switching to Granite.
- We are having a Fire Department Trunk or Treat on Oct. 28 at St. 41, and we are also providing an engine to take part in Mt. Tipton School Trunk or Treat on the 27th.
- We did have the Dolan Springs town hall meeting for Prop 310 with only 8 people showing up for it. I also spoke at the COM meeting in Meadview on Prop 310 with positive feedback from that.
- Glenn and I are redoing the site plan that the county is requesting to move forward with the fuel tank.
- Today each board member will be receiving an annual Chief performance evaluation form due at the next board meeting when they will be given to the board chair.

10:08 am Director Aitken asked if we will be able to drop Frontier entirely after the Granite transition and was assured by admin that we will have no further need of Frontier.

10:10 am Director Koeppen added that LMRFD is also committed to participate in the Meadview Harvest Festival October 29th from 11:00 am to 4:00 pm in Meadview.

10:12 am Director Garza asked why Meadview calls numbers are always so low and Chief Bonnee explained that it is

mainly due to concentrations of population and the fact that the LMRFD CON that defines our coverage area is so large compared to the area defined as Meadview.

10:13 am Director Karash asked if the community meetings were advertised in advance. The Chief and Director Aitken said the meetings were advertised via several means. Prop 310 signs have also been posted in the area, but some have been stolen. Director Koeppen added that she gave 5 presentations on Prop 310 in the Meadview and Dolan Springs communities and Ellen Reh-Bower has been getting the word out through her website and other articles.

b. Financial Report: 10:17 am Presented via phone by Steven Rodriguez of James Vincent Group, includes:

- Revenue for September was \$47,535, which is under budget by \$34,177
 - Tax revenue is \$33,669, which is over budget by \$13, 165
 - Non-Tax revenue is \$13,866, which is under budget by \$47,342
 - Wildlands revenue was under budget by \$33,333
 - Ambulance revenue was under budget by almost \$14,000
 - Fuel expenses continue to be over budget due to inflated fuel costs
- September Expenses totaled \$112,942 which is under budget by \$20,794
- YTD total revenue is \$271,440 which is \$29,327 over budget
 - Ambulance revenue is over budget by \$8,381
 - Misc revenue is over budget by \$37,849 due to the sale of the old Tender
- YTD Expense is \$358,615 which is \$16,397 over budget
- Tax balance is higher by \$300k

10:20 am Director Aitken asked if there is a breakdown that shows marijuana tax income; Mr. Rodriguez replied that it is currently at \$12,000.

10:22 am Director Koeppen asked about the financial pros and cons of leasing an ambulance versus outright buying the same vehicle. Mr. Rodriguez said he will look at the options and get back to the board with details and recommendations

Director Koeppen called for a motion to accept the consent agenda 10:24 am

Director Karash moved to accept

Director Braaten seconded the motion

All directors voted AYE and the consent agenda was approved **10:24 am**

7) REGULAR SESSION

New Business:

a) Discussion and possible action: Prop 310 signs/advertisement (Director Aitken) 10:26 am

Director Aitken reported that some of the Prop 310 public notification signs that were posted in the area have been removed or stolen by parties unknown, and that people should be aware that this can be a crime. She had a few signs left and will post them after adding a note with a phone number to call if found.

b) Discussion and possible action: Grant writer/writing (Chief Bonnee) 10:27 am

Chief Bonnee reported that it is renewal time if we intend to continue our agreement with the grant writer

LMRFD has been using. He detailed the grant writing process, the time involved and how the grant writer makes it possible for us to submit successful requests. He mentioned that the current relationship has enabled us to win several significant grants, including those for the new CASCADE system and the recent purchase of new extractor and dryer. He added that the grant writer's fee is only \$1500 per year and FEMA grants refund us that fee in the grant money.

Director Koeppen called for a motion to renew the grant writer agreement at **10:31 am**

Director Braaten moved to renew the agreement

Director Garza seconded the motion

All directors voted AYE and the motion to renew the grant writer agreement accepted at **10:32 am**

c) Discussion: Review of Bylaws Article V, paragraphs 5, 6 and 8, and Article III, paragraph 5 (Director Koeppen) 10:33 am

Director Koeppen reported she has been in contact with Nick Cornelius regarding confusion surrounding requirements for special and emergency meetings of the Board. Mr. Cornelius responded with an email letter which explains the conditions for emergency and special meetings and explains that only the Board Chairperson can initiate such proceedings. Director Koeppen read the letter aloud to the board and all members indicated they understand and will comply with the rules.

Additionally, Director Koeppen indicated that the LMRFD bylaws have not previously been reviewed by our legal counsel, and that LMRFD should have him review them thoroughly and advise LMRFD accordingly based on statutory/regulatory/legislative or internal changes that may have occurred since the bylaws were produced. Director Aitken reminded the board that the by-laws were originally provided by and reviewed by LMRFD attorney Widdington and asked if Director Koeppen is choosing to incur the cost of having the current version reviewed by the current LMRFD attorney Nick Cornelius. Director Koeppen responded that she has not yet made any commitments and will not do so until the board gives it further consideration.

Discussion of this item closed with no action taken at **10:40 am**.

d) Discussion and possible action: 2022 audit phone presentation by Brian Richards of BDR CPA's 10:41 am

BDR CPA's has completed the yearly financial audit and submitted the 38 page report for the Board's review and acceptance. Mr. Richards reported that they found no instances of noncompliance with state and federal regulations and LMRFD revenues continue to be greater than our expenditures. Internal controls were deemed to be strong and in full compliance with legal/regulatory requirements.

All board members agreed they would like more time to fully review the lengthy report before committing to acceptance. Mr. Richards indicated he can and will be available to answer any questions that arise.

Director Karash moved to carry this item over to next month's agenda to give the board members time for a thorough review **10:47 am**

Director Aitken seconded the motion

All directors voted AYE and the motion was approved at **10:48 am**

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). 10:48 am

No attendees from the public wished to speak, and this agenda item closed at **10:48 am**

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.

- Board members to turn in completed Chief's performance evaluation to Board chairperson
- Response from JVG concerning ambulance lease vs. buy
- Annual Financial audit review and possible acceptance
- Swearing in new board members
- Introductory workshop for new board members

Discussion of this item closed at **10:52 am**.

10) NEXT REGULAR BOARD MEETING DATE & LOCATION: (Subject to change, notice/announcement will be posted via District Website, if any changes occur.) **11/17/2022 at 1:00 p.m. at the Dolan Springs Chamber of Commerce 16154 Pierce Ferry Rd Dolan Springs, AZ**

Director Koeppen moved to close the meeting at **10:55 am**

Director Braaten seconded the motion

Motion carried and meeting was closed at **10:55 am**.

Prepared by: Glenn Gardner

Date: 10/24/2022

Approved by LMRFD Board on:

Date: 11/17/2022

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 Post Office (250 Pueblo Dr. Meadview, AZ 86444)
LMRFD Website (www.lmrfd.org)