



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 1/19/2023 at 1:00 p.m. The Meeting was held at the **Dolan Springs Chamber of Commerce (16154 Pierce Ferry Rd Dolan Springs, AZ)**. 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 are set for possible action.

1) CALL TO ORDER

Chairperson Koeppen called the meeting to order at 1:11 pm

2) ROLL CALL OF BOARD MEMBERS

Director Aitken – present

Director Johnson – present

Director Nelson – present

Director Braaten – present

Director 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)*

Director Braaten led the pledge of allegiance and moment of silence.

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

5) EXECUTIVE BUSINESS

No Executive Session was scheduled for this meeting

6) MINUTES

12/15/22 Regular Minutes 1:13 pm

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

Director Nelson moved to accept the minutes as submitted.

Director Aitken seconded the motion.

All directors voted AYE and the minutes were approved at **1:13 pm**.

12/15/22 Executive Minutes 1:14 pm

Director Aitken indicated that she had not received the Executive minutes. Director Koeppen instructed admin to carry approval of the December executive minutes over to the February agenda in order to ensure all Board members have an opportunity to review them.

7) CONSENT AGENDA

a. Chief Report: Fire Chief Tim Bonnee reviewed the chief's report. **1:17 pm**

Run Report:

Amr Transports: **0**
Med Calls: **101**
Dolan Transports: **82**
Dolan Refusals: **6**
Dolan Public Assists: **2**
Fire Calls: **11**
Mutual Aid calls: **0**
Hwy 93 Calls: **34**
Meadview calls: **11**
Meadview transports: **9**
Meadview Refusals: **2**
Meadview Public Assists: **2**
Meadview coverage days: **17**

Meetings/Conferences/Trainings:

Board members and Chief completed required Statutory training at the AFDA conference last week.

District Properties:

- Water and power for the Chamber building have now been transferred and LMRFD is in full possession of the building. Mt. Tipton Water and UniSource have both confirmed that outstanding balances are not LMRFD responsibility, and we start off with a clean slate.
- One of the LMRFD laptops experienced an unrepairable failure and must be replaced. Another was assigned to former board member Karash and must be cleared before re-issue. Both Directors who will get these machines are aware of the situation and agreeable to the necessary time to be spent preparing these computers.

District Vehicles:

- We had our logos and radios done on the truck we got from California, and our logos on the type 3 we got from Pinion Pine Fire District.
- The blue ambulance warranty work is finished.

Projects in the works:

- The Chief has finished the AFG grant for the water tender, and it is being reviewed by the grant writer. It will be submitted following the writer's review.
- The AFG Safer grant will be opening up next month for personnel.
- 3 personnel from our department were selected for the National Fire Academy Leadership Series in Utah this coming March. Matt Pagliero, Chris Hinds and Chief Tim Bonnee were chosen for this series.

b. Financial Report: was presented via phone by Steven Rodriguez of James Vincent Group. **1:24 pm**

- Revenue for the month of December is \$140,275 which is over budget by \$4,175
 - Tax Revenue for December is \$93,955 which is over budget by \$2,730
 - Non-Tax Revenue for December is \$46,320 which is over budget by \$1,445
- Expenses for December totaled \$85,351 which is under budget by \$5,821
 - Personnel expense \$3,806 under budget, driven by PSPRS
- YTD Total Revenue is \$821,535 which is \$58,524 over budget
 - YTD Tax Revenue is \$508,408 which is over budget by \$29,646

o YTD Non-Tax Revenue is 313,127 which is over budget by \$28,878, driven by sale of the tender

- YTD Expense is \$652,758 which is \$51,316 over budget

o Vehicles maintenance is \$37,416 over budget

o Vehicle fuel is \$16,676 over budget

- YTD Personnel expense is \$13,900 for the month which is \$3800 under budget
- Vehicle maintenance was at \$350 under budget, which is right on target
- Fuel expense was \$1800, which is over budget, driven by continued high fuel costs
- Tax revenues are increasing, which is great for LMRFD

Director Aitken asked if JVG can supply a register from the County on disbursements from the warrant account, Chief Bonnee responded that he does receive this and will forward it to the board Clerk going forward. Additionally, Director Aitken asked for a breakdown of professional fees, subscriptions, etc. and Steven said he can supply that.

Director Koeppen asked about PSPRS expense and Steven explained that this is pension account money and is a monthly recurring payment.

At Director Johnson's request, Steven then provided an explanation of Wildlands and Grant revenue budgeting for new Board members.

Having no further questions from the Board, Chairperson Koeppen called for a motion to accept the consent agenda at **1:36pm.**

Director Nelson moved to accept the consent agenda.

Director Braaten seconded the motion.

Director Aitken – abstained

Director Johnson – AYE

Director Nelson - AYE

Director Braaten – AYE

Director Koeppen – AYE

The motion carried and the consent agenda was approved at **1:39 pm.**

8) REGULAR SESSION

New Business:

a) Discussion and possible action: Ambulance purchase (Chief Bonnee)

Concerning the proposed roughly \$175,000 2014 Chevy ambulance purchase, the Chief researched the warranty company, and they have only been doing ambulance warranties for a year. He contacted two companies that are using this warranty company and they are not at all happy with the relationship and the warranty company is not delivering as promised. In looking for other alternatives, the chief was offered a 2022 remount vehicle (new Dodge 4500 chassis with a refurbished box), which would be basically a new vehicle with a 7-year factory warranty that will be built this year locally in Henderson. Chief updated Director Aitken; they met with our repair mechanic for recommendations. He highly recommended Dodge from a performance and maintenance cost viewpoint. Chief discussed with Gabe at JVG and they agreed that although the price is higher, the Dodge ambulance purchase makes more sense. He suggested \$20,000 deposit to start building, \$100,000 down and finance the remainder of the purchase.

Director Johnson asked about the price difference between this Dodge and a new OEM factory built. Among other

things, the Chief pointed out the over \$300,000 price tag and the three-year wait for the new OEM option. The total for the Proposed 2022 Dodge, including add-on of power gurney system and our lights will be \$215,000-\$225,000.

Aitken asked if we would be paying off the Ford ambulance as well and the Chief verified that is the JVG recommendation. Asked for formal proposal from JVG, the chief said there is a time constraint, this is the last refurbished ambulance the company will build this year.

2:00 pm Director Nelson said she understands the need for additional information and still wants that, but made a motion to move ahead and authorize the Chief to commit up to \$225,000 for the purchase without waiting for the detailed JVG proposal. **Director Braaten seconded the motion at 2:00 pm.**

Discussion of the purchase process and financial arrangements continued, Steven from JVG joined to provide on-the-spot responses. He predicted 4.5 to 4.7 percent interest rate and said we are in a good financial condition and situations like this are what we save money for. Chief said we are scheduled to see the rig on the 25th of this month and that will be the time to secure it with the deposit.

2:15 pm Director Aitken moved to amend the motion to state that JVG is authorized to wire the \$20,000 deposit upon approval by the Chief. Director Nelson concurred, and the original motion was amended to authorize the chief to commit up to \$225,000 for the purchase and authorize JVG to wire the \$20,000 deposit to the supplier upon approval from the Chief. **Director Braaten seconded the amended motion at 2:15 pm.**

2:18 pm Chairperson Koeppen called for the vote.

Director Aitken – AYE

Director Johnson – AYE

Director Nelson - AYE

Director Braaten -AYE

Director Koeppen – AYE

The motion carried and the purchase was approved at **2:18 pm**

b) Discussion and possible action: Fuel Tank installation status (Chief Bonnee) 2:19 pm

Chief review the issues we have had with the county for months and said there has been a breakthrough since he is now dealing directly with the reviewer, who has been most helpful and will see that our permit moves quickly through the process. We have supplied almost everything he needs from us. We are waiting for one last drawing from the system supplier and should be able to submit that next week. The county reviewer projects less than a month for approval.

c) Discussion and possible action: Update on phone system (Chief Bonnee) 2:24 pm

Admin Glenn Gardner reported that Frontier has finally released all the lines and the cutover to Granite service should be complete by the end of next week.

d) Discussion and possible action: PSPRS Board (Director Aitken) 2:27 pm

Director Aitken asked the Chief for increased awareness of the PSPRS board function and to ensure that LMRFD is in current compliance with PSPRS requirements. Current PSPRS board members are Scott Aitken, Matt Pagliero, Tim Bonnee and Chris Hines. Another board member from the public will be appointed at the next PSPRS board meeting. Director Koeppen pointed out that there is no Meadview resident on the PSPRS board. She also pointed out that the LMRFD Board Bylaws state that the LMRFD Board Chairperson shall serve as the local pension board chairperson. The Chief responded that the PSPRS requirements supersede the LMRFD Board bylaws, and the bylaws will need updating accordingly. He outlined the PSPRS requirements and noted that a representative from the public is required and that seat is currently open. A new representative from the public will be appointed at the next PSPRS board meeting.

e) Discussion and possible action: QuickBooks and Board packets (Director Aitken) 2:37 pm

Director Aitken reported that the AFDA financial training module noted that if all Board members don't have access

to financial data , that is a red flag indicating a potential for ineffective financial management due to inaccessibility of critical information. She said that she has asked JVG in the past and was told that is difficult and complicated. Director Nelson and Director Braaten voiced support for Director Aitken’s concern. Discussion ensued regarding history of district financial issues in the past and how the requested access can help mitigate risk of a similar situation developing.

3:05 pm Director Nelson moved to request that the Chief inquire with JVG regarding provision of read-only QuickBooks access for at least the Board Clerk, and pay any additional QuickBooks cost involved.

Director Aitken seconded the motion and Chairperson Koeppen called for the vote.

Director Aitken – AYE

Director Johnson – AYE

Director Nelson – AYE

Director Braaten – AYE

Director Koeppen – AYE

9) 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).*

Ellen Reh-Bower, a Dolan Springs resident, spoke to thank the Board, the Chief and admin staff for working together on improvements, and to extend a special thanks to Director Aitken for pushing the QuickBooks access issue. She said she had been trying to get that access in place for six years and recommended initiating a formal policy to ensure it is a board privilege. **3:06 pm**

10) CONSIDERATION OF FUTURE AGENDA ITEMS. 3:08 pm

Specified tabled items will move to following month’s Regular Meeting, unless noted otherwise and/or pending additional information.

Director Koeppen reminded the Board that items for next month’s agenda must be submitted NLT the Friday before the meeting date. Admin Gardner encouraged the entire board to submit their items immediately when they think of them to help eliminate the last-minute rush to complete the agenda.

Director Johnson suggested an item concerning past audits with unresolved issues because he heard as a citizen that there was a substantial amount of money that was unaccounted for.

11) NEXT REGULAR BOARD MEETING DATE & LOCATION: (Subject to change, notice/announcement will be posted via District Website, if any changes occur.) **2/16/2023 at 1:00 p.m. at the Meadview Civic Association 247 Meadview Blvd, Meadview, AZ 86444.**

Director Aitken moved to close the meeting at **3:10 pm**

Director Braaten seconded the motion.

All directors voted AYE, the motion carried, and the meeting was adjourned at **3:10 pm**

Prepared by: Glenn Gardner

Date: 1/24/2023

Posted by: Jen Gardner

Date: 1/24/2023 2:30pm

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)