



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 Thursday, 2/17/2023 at 1:00 p.m. The Meeting was held at the Meadview Civic Center (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 1:03 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))*

Executive Session opened at 1:06 pm with Attorneys Matura and Cornelius attending via phone.

Executive Session closed and Regular Session resumed at 2:10 pm.

5) MINUTES

12/15/22 Regular Minutes 2:12 pm

All members indicated acceptance of the corrected November meeting minutes, and no issues were found with the January minutes

Director Nelson moved to accept the minutes for both meetings.

Director Aitken seconded the motion.

All directors voted AYE and the minutes were approved at 2:25 pm.

6) CONSENT AGENDA

a. Chief Report: (Fire Chief Tim Bonnee) 2:26 pm

Run Report:

Amr Transports: 1

Med Calls: **97**
Dolan Transports: **80**
Dolan Refusals: **5**
Dolan Public Assists: **6**
Fire Calls:**13**
Mutual Aid calls: **2**
Hwy 93 Calls: **24**
Meadview calls: **12**
Meadview transports: **10**
Meadview Refusals: **2**
Meadview Public Assists: **0**
Meadview coverage days: **18**

Meetings/Conferences/Training

Run Review 02/14/2023, Statutory training in Laughlin, MCFOA 01/23/2023

District Vehicles: R-435r had the fuel injector harness warranty fixed we plugged it in to charge it, there was a short that melted one of the batteries and complete wiring harness from the shoreline to the battery, it has all been repaired and back in service, T418 had a fan clutch assembly come apart and broke the belt and water pump fitting.

District Properties: Update on Fuel system for St. 41 - all plans and paperwork have been submitted to the county and are under review to issue our permit, with Magnum Propane shutting down we will be switching to Graves Propane. They gave us the best price. They are waiting until both St. 41 and 43 to get low enough to switch out the tanks, St.43 is out of code and Graves has to add a shutoff valve and meter before they switch out the tank.

Projects in the works: AFG grant for the new tender was submitted, we were also included in a regional grant with GVFD and Yucca fire for a kids' safety trailer. In the next couple of months employee evaluations will be done as well as chief evaluations from the employees. We are in works with the Mohave County Assessor's office and recording office on a complete new way and process to handle annexations.

b. Admin Report: (Admin Glenn Gardner) 2:43 pm

Phone service transition is still in progress. Granite is working to correct some site-specific technical problems, but that is to be expected in this type of project. They have been extremely responsive and are keeping us updated every step of the way. Director Johnson has received his LMRFD laptop. Director Nelson's laptop is configured for her use and ready for pickup at her convenience. Director Braaten's laptop is currently in the admin awaiting checkout.

c. Financial Report: (Fire Chief Tim Bonnee) 2:44 pm (Note: due to an emergency, JVG was unable to attend and the financial report was presented by the Fire Chief

- Revenue for the month of January is \$90,706 which is over budget by \$5,917.
 - Tax Revenue for January is \$64,877 which is over budget by \$7,963.
- Non-Tax Revenue for January is \$25,829 which is under budget by \$2,046.
- Expenses for January totaled \$99,979 which is over budget by \$7,865.
 - Vehicles & Equipment expense is \$12,860 over budget, driven by maintenance on A-1186 and fuel.
 - YTD Total Revenue is \$912,241 which is \$64,441 over budget.

- YTD Tax Revenue is \$573,286 which is over budget by \$37,610.
- YTD Non-Tax Revenue is \$338,956 which is over budget by \$26,832, driven by sale of the tender
- YTD Expense is \$755,744 which is \$62,188 over budget.
- Vehicles maintenance is \$46,043 over budget.
- Vehicle fuel is \$19,976 over budget.

Director Koeppen instructed the board to write down any technical questions they have about the report so Gabe can furnish answers when he becomes available.

Director Aitken requested that any director who has questions ask them now before moving forward with approving the financial report. Chairperson Koeppen polled each board member directly, no one had questions.

Since there were no detailed questions from the Board at this time, Chairperson Koeppen called for a motion to accept the consent agenda at **2:24 pm**.

Director Johnson moved to accept the financial report for January as given

Director Braaten seconded the motion

All directors voted AYE and the motion carried at **2:25 pm**.

Chairperson Koeppen pointed out that the vote should have been to accept the consent agenda as a whole since the financials are part of the consent agenda.

Director Braaten moved to accept the consent agenda

Director Nelson seconded the motion

All directors voted AYE and the motion carried at **2:27 pm**

7) REGULAR SESSION

New Business:

a. **Discussion and possible action:** Ambulance purchase review and update (Chief Bonnee) **2:27 pm**

Chief Bonnee reported that he did go to Henderson and personally view the progress on the ambulance they are building up for LMRFD. He has sent a packet to the board containing an overview of Fire Trucks Unlimited and detailed info on the ambulance we ordered, including pricing. He reported that due to an ordering error, we will be getting upgraded from a 4500 chassis to a 5500 chassis at no cost to LMRFD. The new ambulance will have a Cummins engine and the application of LMRFD graphics is part of the package so that usual expense has been eliminated. We incurred small expenses for a secondary air conditioner and a cow bumper and a light bar on the bumper. We will get a 5-year 100,000 mile factory warranty on the chassis, and a one-year warranty on the ambulance box. Required maintenance will be performed by authorized dealers in order to maintain the validity of the warranties.

Director Nelson asked how much LMRFD is paying up front of the \$193 total. The Chief responded that he felt purchasing the power load system through FTU was too expensive at \$54,000.00, which he discussed with Director Aitken and Gabe Buldra, and they agreed. Subsequently the chief searched out an acceptable system for \$18,000.00. Per Gabe's advice, LMRFD will subtract that \$18,000.00 from the originally intended \$100,000.00 down payment and pay \$82,000.00 down. The remaining \$18,000.00 will be used to purchase and deliver the power load system to FTU for installation. Gabe has already contacted NBoAZ and they said there will be no issues financing the purchase. FTU is working on the vehicle now and estimates it will be ready by the end of June or early July.

The chief also provided the board with a breakdown of current LMRFD vehicles with condition and maintenance cost data, which will be used in deciding which of the existing older units to dispose of when the new unit goes into service.

Director Koeppen suggested that the Board take time for the members to review and think about the information in the breakdown.

Director Aitken asked which unit(s) the Chief would prefer to keep and he indicated the newer Ford would be the best to keep once the turbo issue is resolved, especially since it has the larger box size. The older units have the shorter box size, which doesn't provide space and compartments for extrication tools and turnout gear, forcing crews to carry bulky gear in the ambulance itself.

She asked for clarification that the Chief thinks it best to retain that unit and incur the cost of repair due to terrain issues and box size, keeping in mind the lesser revenue we would get if we sold the older two ambulances.

Directors Johnson and Nelson asked about the cost to fix the turbo problem and the Chief responded that we don't have a quote yet, but it has been checked by the mechanic and may not require replacement. Discussion ensued on restoral options.

Director Johnson expressed support for restoring the unit since even a replacement would be under \$5000.

Chairperson Koeppen flagged the subject as an agenda item for next Month's meeting, after the board members have had time to read the report and reflect on the information.

b. Discussion and possible action: Board by-laws review and update (Director Aitken) **2:44 pm**

Director Aitkin reported that she has been attempting to contact attorney Cornelius about keeping the LMRFD Board By-laws current and in compliance with all applicable regulations, but a slow response left too little time. She indicated the issue be carried over as an agenda item for next month's meeting.

c. Discussion and possible action: Update of requirements for Chief's position within policy (Director Aitken) **2:45 pm**

Director Aitken reported that LMRFD policies and job description do not properly reflect the requirements for the chief to be both a certified medic and a qualified firefighter 1 and 2. She requested that the policy be updated to reflect the actual requirements and an agenda item be created for next month's board meeting. It was decided that Director Aitken will provide recommended changes to admin after discussion with attorney Cornelius.

d. Discussion and possible action: Excessive vendor charges (Director Aitken) **2:47 pm**

Director Aitken reported that in monitoring financials there have been multiple instances where she caught and corrected overcharges and inadvertent payments. She pointed out that there is often a time lag with data that shows in Bill.com due to such things as bills that are automatically paid or paid through an ACH but are not entered into Bill.com until the invoice eventually arrives in the LMRFD office mail, making it difficult to track bills activity in real-time.

Chairperson Koeppen summed up that Director Aitken, in spite of obstacles, is watching finances carefully and follows up to investigate issues that pop up. When asked by Director Nelson if she had Quickbooks access yet, Director Aitken replied in the negative, but stated it would help.

e. Discussion and possible action: Reschedule March Board meeting (Chief Bonnee) **2:54 pm**

Chief Bonnee reported that he and two other LMRFD personnel will be in National Fire Academy training on the 16th of next month and requested the monthly board meeting be rescheduled. Discussion ensued and Wednesday March 22, 1:00 pm, at the Dolan Springs Chamber of Commerce building was determined to be the best fit.

Director Johnson moved to reschedule the March Board meeting for Wednesday, March 22, 1:00 pm at the Dolan Springs Chamber of Commerce building.

Director Nelson seconded the motion

All directors voted AYE and the motion carried at **2:57 pm**

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).

Mona Miller, a Meadview resident, asked for information about the annexation process. Due to the Open Meeting Law prohibition of back-and-forth exchanges of information during the Call to the Public, she was referred to LMRFD admin for a briefing on the annexation situation and what we are doing to resolve it. **2:58 pm**

10) CONSIDERATION OF FUTURE AGENDA ITEMS. 3:01 pm

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

Disposition of older equipment after new ambulance is in service (Chief Bonnee)

Board by-laws review and update (Director Aitken)

Update of requirements for Chief's position within policy (Director Aitken)

11) NEXT REGULAR BOARD MEETING DATE & LOCATION: (Subject to change, notice/announcement will be posted via District Website, if any changes occur.) **3/22/2023 at 1:00 p.m. at the Dolan Springs Chamber of Commerce (16154 Pierce Ferry Rd Dolan Springs, AZ)**

Director Aitken moved to close the meeting at **3:02 pm**

Director Braaten seconded the motion.

All directors voted AYE, the motion carried, and the meeting was adjourned at **3:02 pm**

Prepared by: Glenn Gardner

Date: 2/22/2023

Posted by: Jen Gardner

Date: 2/22/2023 4:30pm

Approved by governing board on:

Date: 3/16/2023

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)