



# Lake Mohave Ranchos Fire District



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## MINUTES OF THE REGULAR MEETING OF THE LAKE MOHAVE RANCHOS FIRE DISTRICT GOVERNING BOARD

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The Governing Board of the Lake Mohave Ranchos Fire District met in Regular Session on **Thursday 05/18/2023 at 1:00 pm**. The meeting was held at **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, will be 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 1:00 pm.

### 2) ROLL CALL OF BOARD MEMBERS

Director Johnson present  
Director Aitken present  
Director Nelson present  
Director Koeppen present  
Director Braaten absent

### 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 Koeppen led the Pledge of Allegiance followed by a moment of silence.

Director Koeppen moved to close regular session and enter the scheduled executive session at 1:01 pm.  
All board members present voted AYE and the motion carried.

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

- a. Further discussion of depositions received from Attorney Matura (Director Johnson)
- b. 4/20/23 Executive minutes

Director Koeppen called the executive session to a close at 1:16 pm

### 5) MINUTES

- a. 4/20/23 Regular minutes
- b. 4/20/23 Executive minutes

Director Aitken moved to approve both the regular and the executive minutes of the April meeting at 1:16 pm  
Director Nelson seconded the motion.

All board members present voted AYE and the motion carried at 1:16 pm

### 6) CONSENT AGENDA

### **a. Chief Report:**

*The governing body may not propose, discuss, deliberate or take legal action on this matter unless the specific matter is properly noticed for legal action. Therefore, action taken as a result of the Chief's report will be limited to directing staff to study the matter or scheduling the matter for further consideration and discussion at a later date. (A.R.S. 38-431.02.K.)*

Fire Chief Tim Bonnee presented the monthly Chief's report at 1:17 pm., highlights as follows:

#### **Run Report:**

AMR Transports: **0**

Med Calls: **81**

Fire Calls: **11**

Mutual Aid calls: **1**

Hwy 93 Calls: **23**

Meadview calls: **14**

Meadview transports: **11**

Total Calls: **94**

Meadview coverage days: **16**

#### **Meetings/Conferences/Training**

Run Review: 4/11/2023

#### **District Vehicles:**

- The Chevy ambulance is back and in service with no issues.
- The Ford ambulance is in the shop getting the turbo issue fixed.
- Leaky engine and tender pump seals have been repaired, no more leaks.
- These repairs complete the major vehicle work that had to be done and we can expect only regular maintenance costs going forward.

#### **District Properties:**

- Fuel system has been installed and is already in use. Waiting for the fencing company to install the fencing, then the project will be complete. Security cameras to monitor the fueling area have been ordered.

#### **Projects in the works:**

- Annual hose testing was completed.
- We received the tools and water pumpkin that were approved for purchase at the last meeting.
- Still waiting for grant award decisions.
- We did attend the NFA class this last week.
- We are getting the Wildland ambulance stocked and ready for Wildland deployments that will be coming soon.
- The Mohave County Tax proposal was shut down at the last meeting so that is not going through.

### **b. Financial Report:**

- **Monthly financials**

Gabe Buldra of JVG presented the monthly financial Report at **1:24 pm**, highlights as follows:

Key points:

- Revenue for the month of April is \$118,169, which is over budget by \$20,875.
  - o Tax Revenue for April is \$96,805 which is over budget by \$27,386.
  - o Non-Tax Revenue for April is \$21,364 which is under budget by \$6,511.
  - o Ambulance revenue is under budget \$7,143.
- Expenses for April totaled \$101,330 which is under budget by \$1,561.
- YTD Total Revenue is \$1,164,263 which is \$107,281 over budget.
  - o YTD Tax Revenue is \$731,720 which is over budget by \$70,487.
  - o YTD Non-Tax Revenue is \$432,543 which is over budget by \$36,794, driven by sale of assets (tender).
- YTD Expense is \$1,037,158 which is \$61,957 over budget.
  - o Vehicles maintenance is \$55,927 over budget.
  - o Vehicle fuel is \$25,866 over budget.

For those board members not yet fully versed on how receivables are managed, Mr. Buldra also took a moment to explain some of the intricacies, challenges and restrictions involved in billing for medical services that are not faced by organizations billing for normal business services. Presentation of the monthly financials ended at 1:41 pm.

- **Annual Budget approval**

Chairperson Koeppen called for questions on the annual budget approval at 1:43 pm. None of the attending directors had questions for Mr. Buldra at this time so the item closed at 1:43 pm.

- **Borrowing request annual review/approval**

Mr. Buldra said that due to LMRFD's current healthy financial status, he had considered not establishing a borrowing request, but advice from the county leads him to recommend keeping a borrowing request in place for contingencies. 1:44 pm

- **New Contract Proposal from JVG**

Mr. Buldra indicated that the proposed new contract is the same as the old one, except for the small rate increase for base services. Since this is the first rate increase since 2013 and JVG services have been exemplary, spoke in support of the updated contract, pointing out that the increase is well merited. 1:49 pm

Chairperson Koeppen called for a vote to approve the consent agenda, reminding the board that they are voting to approve all four of the consent agenda items. 1:49 pm

Director Nelson moved to accept and approve the consent agenda as presented.

Director Johnson seconded the motion.

Director Johnson – AYE

Director Aitken – Abstained

Director Nelson – AYE

Director Koeppen – AYE

The motion carried and the consent agenda was approved at 1:50 pm

## 7) REGULAR SESSION

**Old Business:** (note) For the convenience of all concerned, Item d. was addressed first while Mr. Buldra was still dialed into the meeting.

- a. **Discussion and possible action:** Moving forward with purchase of TRAX software contingent upon receipt of promised funds from private donors (Director Koeppen) \*carried over\*

Director Keoppen, based on previous discussion at the April meeting, propoposed that the board approve moving forward with the TRAX software purchase contingent on receipt of promised funds from two private donors, namely the Meadview Chamber of Commerce and a mother-daughter pair of Meadview residents. Director Johnson pointed out that the intent is to purchase and utilize this software even without donations.

Director Nelson moved to approve the software purchase. 2:16 pm

Director Johnson seconded the motion.

All directors present voted AYE and the motion carried at 2:17 pm

- b. **Discussion and possible action:** Replacement of Fire Chief vehicle (Director Johnson) \*carried over\*

After further discussion on the state of the current Chief's vehicle and input from Chief Bonnee on the results of his search for an appropriately priced vehicle that meets LMRFD's needs, Director Koeppen moved to approve the approximately \$30,500.00 purchase of a fully ready Chevy Tahoe vehicle that was flagged as an affordable excellent fit in the chief's search, plus shipping cost at 1:26 pm.

Director Nelson seconded the motion

Director Johnson – AYE

Director Aitken – Abstained

Director Keoppen – AYE

The motion carried and purchase was approved at 1:27pm

- c. **Discussion and possible action:** Modification to wording of Attorney Cornelius's recommended Bylaws update concerning use of personal equipment for LMRFD business (Director Koeppen) \*carried over\*

Director Koeppen spoke about the dangers inherent in the use of personal devices to process agency information, including e-mail on personal phones. Director Johnson pointed out that the board's laptops don't have the software needed to do the work they need to do and there was more discussion about reviving the idea of installing the Office suite on the board's laptops. Director Aitken stopped the show with a request for exact Microsoft pricing details before she further consider, and brought the discussion back to the by-laws change. She prefers the by-laws use the word "should".

Director Koeppen decided to withdraw her suggestion and go with "should" as suggested by Attorney Cornelius at 1:40 pm.

- d. **Discussion and possible action:** Employee insurance co-pay Director Johnson \*carried over\*

Director Johnson reviewed the discussion so far which led to the request for Mr. Buldra to review possibilities and provide recommendations. Mr. Buldra reported that current finances will allow the \$40/ppd suggestion that was put forth at the last meeting. Chief Bonne spoke in support of matching funds, pointing out that the current \$5000.00 deductible is no help in attempting to retain good employees.

After more discussion, Director Nelson moved to give the authority to the Chief to set up the system as he feels

appropriate to provide \$40 per pay period in matching funds for each full-time employee. 2:24 pm

Director Aitken seconded the motion.

All Directors present voted AYE and the motion carried at 2:05 pm

- e. **Discussion and possible action:** Ellen Reh-Bower's proposed changes to LMRFD board bylaws (Director Koeppen)  
Director Koeppen pointed out that the proposed change to require all 5 board members for certain votes will not fly under AZ law, and the subject was discussed and decided on at the May 2021 Board meeting in accordance with advice of LMRFD counsel. Subject closed at 2:41 pm.
- f. **Discussion and possible action:** Roberts Rules of Order (Director Johnson)  
Director Johnson passed out a short version of Roberts Rules of Order for the Board's review and requested the board review it. 2:42 pm

#### **New Business:**

- a. **Discussion and possible action:** JVG accounts receivable reports and collection agency receivables (Director Johnson)  
Director Johnson said in spite of Mr. Buldra's explanation, he still doesn't believe the billing information makes sense. He embarked on a lengthy dissertation that asserted his opinion that LMRFD billing doesn't make sense. Chief Bonnee stated that he is working on access to our billing companies' systems to see how deeply we can view their activity on our behalf, which might allay some of Director Johnson's concerns.  
He wants the board's permission to work with the chief to get more financially related reports that will help manage the business, and made a motion for the board to approve that action.  
Director Aitken seconded the motion.  
All directors present voted AYE and the motion carried at 2:58 pm.
- b. **Discussion and possible action:** LMRFD response to recent County Board of Supervisors vote concerning charging fire districts for services (Director Johnson) 3:06 pm  
**Director Johnson expressed appreciation to the Chief Bonnee and the Chief's association for standing up at the county board of supervisors meeting to oppose the county charging fire districts for services when the fire districts do not charge the county. That ill-advised move would have cost LMRFD approximately 4.5% of our entire tax revenue, resulting in a payment to the county of over \$28,000.00.**  
**e suggested the LMRFD board send a letter of appreciation to the Chief's association and a separate letter to the county board (and particularly Jean Bishop, who actually made the motion to approve charging the districts) expressing LMRFD's extreme disapproval of such a move and disappointment in our own representative on the board for supporting such action. Subject closed at 2:08 pm**
- c. **Discussion and possible action:** Record retention in accordance with AZ Schedule # GS-1017 Rev1 and ARS 41-151.12(3) (Director Johnson)  
Director Johnson noted shortcomings in the LMRFD document and record control system and cited applicable AZ statutes. He stated that the board should confer with legal counsel on this subject in executive session. Director Koeppen agreed that this subject will be addressed in executive session at the next monthly meeting. 2:05 pm.

**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).*

Ellen Reh-Bower a Dolan Springs resident, spoke to thank Chief Bonnee for fighting the county on charging us for Services

**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 Koeppen reminded the group that agenda items for the next board meeting are due by COB

**10) NEXT REGULAR BOARD MEETING DATE & LOCATION.** (Subject to change, notice/announcement will be posted via District Website, if any changes occur.) **06/15/2023 at 1:00 p.m.** at the **Meadview Civic Center (247 Meadview Blvd, Meadview, AZ 86444).**

Director Johnson moved to adjourn the meeting at 3:13 pm

Director Nelson seconded the motion

All directors present voted AYE and the motion to adjourn was carried at 3:13 pm.

Minutes prepared by: Glenn Gardner

Date: 05/23/2023

Minutes signed/posted by: Jen Gardner

Date: 05/23/2023 4:30pm

*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](http://www.lmrfd.org))