



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 **04/18/2024 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 for possible action.

1) CALL TO ORDER

Director Koeppen called the meeting to order and conducted a roll call at 1:03 pm.

2) ROLL CALL OF BOARD MEMBERS

Director Reh-Bower – present

Director Garza – present

Director Nelson – 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 Garza led the Pledge of Allegiance and a moment of silence to honor fallen EMS personnel at 1:04 pm.

4) EXECUTIVE SESSION: *(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

a. 03/21/24 Regular minutes

Director Koeppen called for questions, corrections or additions concerning the draft 03/21/24 meeting minutes. With no comments or questions forthcoming from the board, she called for a motion to approve the minutes as written at 1:05 pm.

Director Reh-Bower moved to approve the minutes as written.

Director Garza seconded the motion

All four directors voted AYE, the motion carried and the minutes were approved at 1:05 pm.

6) CONSENT AGENDA

a. Chief Report: presented by Chief Bonnee beginning at 1:06 pm

(Notwithstanding subsection H of this section, the chief administrator, presiding officer or a member of a public body may present a brief summary of current events without listing in the agenda the specific matters to be summarized, if:

- 1. The summary is listed on the agenda.*
- 2. The public body does not propose, discuss, deliberate or take legal action at that meeting on any matter in the summary unless the specific matter is properly noticed for legal action. (A.R.S. 38-*

431.02.K.)

Run Report:

AMR Transports: **0**
EMS Calls: **77**
Dolan Transports: **59**
Fire Calls: **8**
Mutual Aid calls: **0**
Hwy 93 Calls: **18**
Meadview calls: **6**
Meadview coverage days: **16**

Meetings/Conferences/Training

Run Review

District Vehicles: Nothing new to report

District Properties: The living quarters at St. 42 caught on fire and it was a total loss. The quarters have been set on fire by arsonist(s) three times in the last week. and fire crews put it out, but the last two times together have totally devastated the interior.

Our insurance provider was notified and is going through the claim now. The insurance adjuster is coming for his on-scene investigation this weekend. The metal building that comprises the Station 42 operating bay sustained no damage.

Projects in the works :

- We have accomplished a lot with the annexations. We have had over 10 processed and approved by the state. A lady named Earlene Mahar at the county assessor's office has been working very hard to support our efforts and correct filing issues we have had in the past, and she has been getting our requests processed through AZDOR in a matter of days. The support from this county office continues to be outstanding.
- Grants have been submitted; now it's just a waiting game until awards in the August-September time frame.
- We will be having a live fire training at St. 41 within the next few weeks.

Director Koeppen asked for more info on the three station fires in a week and Chief Bonnee explained that the fires are being set in the middle of the night and the sheriff's office is investigating the arson angle. One person has been seen in the area at the time of two of the fires, but so far the sheriff's office investigation is still ongoing.

Director Nelson asked which grants LMRFD has applied for and Chief Bonnee responded that we are currently awaiting results of applications for the Safer grant, which would allow LMRFD to fund additional personnel for Meadview coverage, as well as grant applications for a new tender and a new heart monitor.

Chief's report concluded at 1:09 pm.

b. Financial Report: presented by Steven Rodriguez of JVG beginning at 1:10 pm, with key points as follows:

Revenue for the month of March is \$63,815, which is under budget by \$5,055.

o Tax Revenue for March is \$21,352 which is under budget by \$20,043, driven by lower than anticipated property tax revenue. On a YTD basis, we are still \$16k over budget.

o Non-Tax Revenue for March is \$42,463 which is over budget by \$14,988.

Non-Tax Revenue was driven by Fire Protection Agreement revenue which was over

budget by \$14,661. On a YTD basis, revenue is \$86K over budget.

Expenses for March totaled \$112,072 which is over budget by \$21,533.

o Vehicles & Equipment Expense is \$22,443 over budget which was driven by Vehicle Maintenance expenses due to engine replacement parts and labor.

YTD Total Revenue is \$1,142,929 which is \$103,029 over budget, which is being driven by Property Tax, Wildland Fire Revenue, and Interest Income.

YTD Expense is \$1,173,398 which is \$202,698 over budget, which is driven by significant Vehicle Maintenance.

Mr. Rodrigues concluded the monthly financial report at 2:12 pm, then introduced initial rough details to help the board prepare to work on next year's budget at the May meeting. He pointed out that budget estimates will typically be very conservative concerning income revenue and may be influenced negatively by recent unexpected maintenance costs, resulting in higher expense estimates. Also, volatile revenue sources like ambulance revenue are treated especially conservatively.

Director Koeppen called for a motion to approve the consent agenda at 1:23 pm.

Director Nelson moved to accept the consent agenda.

Director Garza seconded the motion.

All directors voted AYE, the motion carried, and the consent agenda was approved at 1:23 pm.

7) REGULAR SESSION

Old Business:

a. Discussion and possible action: Safety/security system and fence for Station 41. (Chief Bonnee)

Due to the extreme vandalism at Station 41 and the high costs associated with repairs of the vandalized vehicles, at the request of Director Nelson, Chief Bonnee got estimates for a security fence and cameras to protect the Station 41 lot. Fence is roughly \$22,130, and the security camera system including installation and monitoring is \$4986.59. Total estimated cost comes to just over \$27,000.00.

Director Nelson asked if "monitoring" means someone will be watching our cameras as part of the service and Chief Bonnee confirmed that is the case. He pointed out that the camera output will also be viewable at two screens inside the station, and we will have the capability of viewing via cell phone as well.

Director Koeppen asked if the chief got estimates from other suppliers and he responded that, due to the station's location, these two vendors were the only ones willing to do the job.

Director Nelson asked about warranty and the chief replied that all the camera system is under a 10-year warranty, and the applicable parts of the fencing (keypads, etc.) also have a 10-year warranty.

Director Koeppen called for a vote to approve the expenditure in order to prevent further vandalism and maintenance costs and improve employee safety.

Director Nelson moved to approve the cost and move ahead with installation.

Director Reh-Bower seconded the motion.

All four directors voted AYE, the motion carried, and the security system purchase was approved at 1:32 pm.

b. Discussion and possible action:

New Business:

a. Discussion: Attorney Nick Cornelius on the roles of board members (director Koeppen)

Due to a family emergency, Attorney Cornelius was unable to attend the meeting and this item was tabled until sometime in the near future.

b. Discussion and possible action: Report from ambulance billing (committee director Reh-Bower)

Director Reh-Bower reported that the committee met on March 28th and again on April 10th to review the separate billing and collections contracts. They found no significant issues that need to be addressed or corrected in either contract. Some opportunities for improvement were identified, such as using the LMRFD run number consistently as the job identifier to make it easier to track activity, and those are being addressed. Another issue was automatic write-off of certain debts due to collections difficulties with no LMRFD review/approval of the write-off before it happens. She pointed out that the district will probably benefit from a local collection methodology that for private pay accounts (no insurance), would enable application of the same discounts afforded to many patients, such as the automatic medicare/medicade discounts.

General discussion ensued about how to effectuate the changes recommended by the committee, and areas that could or will be improved.

Director Reh-Bower provided copies of both contracts marked up with proposed changes that were identified by the committee. Since the existing contract has not been reviewed in years, and LMRFD legal counsel has not had an opportunity to review and approve the proposed contracts, Director Garza recommended that voting for approval be held off until next month after Attorney Cornelius has had ample opportunity to review and comment on the contents of both documents. Director Koeppen agreed and called for a motion to have Atty Cornelius review both contracts and provide his input before the board makes any decisions on the matter.

Director Garza moved to have legal counsel review both contracts and provide input prior to the May 2024 board meeting.

Director Nelson seconded the motion.

At 1:45 pm, all four directors voted AYE, the motion carried, and Attorney Cornelius will be tasked with reviewing both proposed contracts asap.

c. Discussion and possible action: Prep for upcoming board election (director Reh-Bower)

Director Reh-Bower has reviewed the documentation from the county elections board and asked if someone should be appointed to handle election preparation and execution. Director Garza indicated he will be running for re-election. Director Reh-Bower pointed out that there is a time-sensitive sequence of steps that must be taken and paperwork to be submitted in order to comply with election protocol, and she is willing to volunteer for the election administrator role. All the other board members concurred, and the subject closed at 1:48 pm.

d. Discussion: LMRFD's limited IT resources and potential for improvement using local IT service contractors (director Garza)

Director Garza pointed out that with sudden and rapid growth coming to the Fire District with the addition of the Entrata community, the district's limited IT capability will not be up to the task and the more we grow, the less

capable we will be in providing an effective IT environment. Part of the issue is that with no solid network and no network security monitoring, the district is wide open to monitoring, data theft and attack. With the district's current resources, there is no way to even come close to meeting industry best practices standards.

He recommended that the board consider beefing up LMRFD IT resources and management by utilizing a managed IT service provider to provide LMRFD with the professional expertise and technical support it needs to keep up with growth and technological advances.

Director Koeppen expressed agreement and asked Director Garza to begin looking into our current IT set-up and possibly obtaining quotes from one or more managed service companies for the board to review. He responded that he will prepare information for the board to review at the next meeting. The subject closed at 1:54 pm and will be an agenda item on the May 2024 meeting agenda.

e. Discussion and possible action: Interview applicant for open board seat vacated by former director Braaten (director Koeppen)

Director Koeppen reminded the attendees that former director Braaten's resignation left an open board seat that must be filled and stated that despite all efforts to enlist applicants from the Meadview area, no one has stepped forward and the only other eligible applicant is a Dolan Springs resident who can bring experience skills and talent to the team.

She introduced applicant Emily Geisler for comments and questions.

Ms. Geisler stated she has lived in the area for 2 years now, prior residences in Colorado and Washington state. Background includes sales, advertising, and small business management.

Director Koeppen asked why she decided to volunteer for the board and she replied that she wanted to contribute toward community improvement. She feels her past experience will be helpful in generating new revenue for the district and she has strong IT software skills.

Director Nelson asked in Ms. Geisler will be willing to run for office for a full term when the election comes around, and Ms. Geisler responded that she absolutely would run for office.

With no other questions forthcoming, Director Koeppen moved to accept and appoint Ms. Geisler for the open board seat to finish out former director Braaten's term.

Director Garza seconded the motion.

All four directors voted AYE, the motion carried, and new Director Geisler was formally accepted onto the board. At 2:00 pm, Clerk Susan Nelson administered the oath of office.

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).*

Marianne Salem, a Kingman resident, spoke to introduce herself as a candidate for county office and expressed her support for local fire districts and EMS providers. 2:00 pm

Alfred Dinacci, a Meadview resident recently annexed into the fire district, spoke to inquire about what exactly fire district coverage entails. He also expressed his thought that the Meadview station should be manned 24X7X365. He also said there should be 24-hour armed guards at the fire stations to put a stop to vandalism and arson. Director Koeppen asked to speak with Mr. Dinacci after the meeting. 2:02 pm.

Douglas Braaten, a Meadview resident, expressed his desire to have the LMRFD website provide accurate and easy-to-locate guidance for volunteers. He also wants on-line fire permits. Additionally, he inquired about requirements for annexation. He said his personal research identified multiple qualifiers that make

property eligible for annexation that are not shown on the LMRFD website. He also recommended posting a full-year calendar of board meetings.

Director Koeppen thanked all who participated and adjourned the meeting at 2:06 pm

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.) **05/16/2024 at 1:00 p.m. at the Dolan Springs Chamber of Commerce (16154 Pierce Ferry Rd Dolan Springs, AZ).**

Minutes prepared by: Glenn Gardner

Date: 04/23/2024

Minutes signed/posted by: Jen Gardner

Date: 04/23/2024 12:30 pm

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)