



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 will met in Regular Session on **05/16/2024 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, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

1) CALL TO ORDER

Director Reh-Bower called the meeting to order at 1:00 pm

2) ROLL CALL OF BOARD MEMBERS

Director Nelson – Present

Director Garza – Present

Director Reh-Bower - 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 for fallen firefighters at 1:02 pm.

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

a: **Discussion:** Update from Atty Matura on Karen Jackson case. (Director Nelson)

Director Garza moved to go into a short Executive session at 1:03 pm.

Director Reh-Bower seconded the motion.

All three directors voted to enter executive session at 1:03 pm

Atty Matura joined the meeting via phone at 1:04 pm. He reported that he has received communication from Karen Jackson's lawyer indicating that she is willing to drop the whole case without any financial reward from the district in a "walk-away" deal on the condition that a mutual non-disparagement agreement is put in place. In layman's terms, neither party will speak ill of the other party. He said he was surprised to get the offer and he does not know why Jackson took such a sudden turn in direction and asked for questions or comments from the district at 1:06 pm.

Chief Bonnee spoke in support of accepting the agreement and putting an end to the situation.

Director Reh-Bower asked if the agreement could include having Jackson return fire district property and Atty Matura responded that it would not be part of the settlement agreement, but he will confer with Jackson's lawyer and see what might be done in that regard at 1:08 pm.

Director Nelson spoke in support of putting an end to three years of strife and expense and bringing the lawsuit to an end by settling under the proposed conditions at 1:08 pm.

Atty. Matura said his advice is to take the settlement because this is as close to a victory for the district as we're going to get without having to go to trial for a jury verdict. Since Jackson is no longer demanding a financial payoff, his recommendation is to accept the settlement.

Director Nelson brought up that the board cannot move to take action while in executive session and it will need to be addressed in regular session.

Atty Matura said there are several more steps to complete the deal, including filing required paperwork. All he needs right now is direction to proceed. He left the meeting at 1:12 pm

In subsequent discussion, Chief Bonnee reminded the group that this is not agendaized for today's regular meeting so can't be completed today.

Director Nelson moved to close the executive session and return to regular session at 1:12 pm

Director Reh- Bower seconded the motion

All three directors voted AYE and the executive session closed at 1:13 pm

Regular session resumed at 1:13 pm

5) MINUTES

a. 04/18/24 Regular minutes

Director Nelson moved to approve the minutes

Director Garza seconded the motion

All three directors voted AYE, the motion carried and the minutes were approved at 1:14 pm

6) CONSENT AGENDA

a. Chief Report: to be presented by Chief Bonnee

(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.)*

May 2024 Chief's Report

Run Report:

Amr Transports: 0

EMS Calls: 89

Dolan Transports: 71

Fire Calls: 11

Mutual Aid calls: 2

Hwy 93 Calls: 21

Meadview calls: 6

Meadview coverage days: 15

Meetings/Conferences/Training

- Run Review
- MCFOA

District Vehicles: Chief just found out that the motor for the second ambulance did arrive and it will be installed next

week.

District Properties: We did receive the insurance money for St.42, and we are looking at a company to come out and tear it down and haul it away. Insurance payoff was just over \$46K. Old Trails is coming out to give an estimate for tear-down and hauling away the burnt-out trailer.

Projects in the works :

- Still getting more annexations,
- working on some new policy and procedures for operations,
- Scheduling to have the security system put in at St.41
- We had a couple members from Meadview MCA donate a security system for station 43. We will need to find our own installer.
- The Jackson lawsuit as we all heard will finally be over.
- We are looking at all the native grants right now to see what we need, and which ones can accommodate what we need.

Director Garza asked if there was a plan to replace the trailer at Station 42 and the Chief said not at this time because we don't have staff to put there anyway, and the big metal operations bay suffered no damage so is still in use.

In response to a query from Director Nelson, Chief Bonnee explained that Old Trails is the company that does similar work for all the local fire districts, and it will take them only about a day to get the job done.

Director Garza asked whether insurance is covering the teardown and removal and the Chief responded that that cost is on us, but the last one Old Trails did in this area was only about \$2800.00. 1:19 pm

b. Financial Report: presented by Gabe Buldra of JVG

Gabe Buldra of JVG joined the meeting via phone at 1:20 pm and presented the monthly financial report.

Key points:

Revenue for the month of April is \$129,420, which is over budget by \$15,540.

o Tax Revenue for April is \$107,232 which is over budget by \$20,827.

o Non-Tax Revenue for April is \$22,188 which is under budget by \$5,287 driven by Ambulance Service Revenue which was \$10,054 under budget.

Expenses for April totaled \$114,699 which is over budget by \$11,528.

o Buildings & Land Expense is \$7,694 which is over budget by \$4,361 driven by Station & Janitorial Expense and Building Repairs and Maintenance.

o Vehicles & Equipment Expense is \$23,064 which is \$5,693 over budget, driven by Vehicle Fuel and EMS Supplies.

YTD Total Revenue is \$1,272,349 which is \$118,569 over budget, which is being driven by Property Tax, Wildland Fire Revenue, and Interest Income.

YTD Expense is \$1,288,980 which is \$215,109 over budget, driven by significant Vehicle Maintenance

which is \$95,333 over budget, Personnel Costs which are \$41,189 over budget.

Director Reh-Bower asked for clarification of the meaning of several lines in the budget report and Mr. Buldra obliged.

Director Nelson moved to accept the consent agenda items as presented.

Director Garza seconded the motion.

All three directors voted AYE, the motion carried and the consent agenda was approved at 1:29 pm.

7) REGULAR SESSION

NOTE: At this point in the meeting, new business item c. was moved up in order to have Mr. Buldra present the proposed budget for next year. He asked for tentative adoption at this meeting with public hearing and final adoption to follow in June.

Mr Buldra pointed out that not much has changed in budgeting for the upcoming year. The district's assessed value went up 5.6%. New proposed tax rate will bring additional \$112k tax revenue. We have an additional \$42K income thanks to annexations and fire service contracts brought in this year. In all, we have \$159K of new revenue in next year's budget. Total projected revenue for next year is \$1,741,164.

Employee costs will continue to increase. PSPRS contribution rate increased. Building and land expenses are higher to align with costs experienced this year. Fuel costs are projected to be lower because we are buying in bulk now. Vehicle maintenance and repair is budgeted higher to account for fleet aging. Costs for EMS equipment maintenance and supplies have gone up significantly. Dispatch costs will be up for next year. Travel and training is basically holding flat. Managerial costs will be up, mainly due to a huge report that has to be submitted to Medicare later this year. Preparing the report is costly, but failure to do so would cost the district 10% of Medicare payments.

Mr. Buldra called for questions and Director Nelson asked who would be preparing that Medicare report and he said JVG will be doing it and they have already been through the process 8 times.

Director Reh-Bower and Director Garza asked if there is a way to cover additional IT and website support costs that will soon be necessary, and Mr. Buldra responded that money could be moved from the reserve funding if necessary.

Director Nelson moved to accept and tentatively adopt the proposed budget as presented.

Director Garza seconded the motion.

All three directors voted AYE, the motion carried, and the proposed budget was tentatively adopted at 1:38 pm

Old Business:

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

Director Reh-Bower updated to board on the revised new contract with the billing company. The billing committee did a thorough job in reviewing the old contract and getting the updated in place that meet the district's needs. The revised contract is ready for final approval and signing.

Director Reh-Bower then moved to accept the revised contracts and dissolve the Ambulance Billing Committee now that the job is done.

Director Nelson seconded the motion.

All three directors voted AYE, the motion carried with the billing contracts approved and the Ambulance Billing Committee dissolved.

b. Discussion and possible action: Status of prep for upcoming board election (director Reh-Bower)

Director Reh-Bower reported that she did the research and prepared several candidate packets containing the necessary paperwork and instructions for potential candidates who want to run for the board. She has already supplied two individuals with packets, has several packets in hand and has made one available at the LMRFD main office. Papers must be filled June 10th to July 8th. No further action at this time.

New Business:

a. Discussion and possible action: Cleaning/sanitizing both fire stations (Director Nelson)

Directors Nelson and Koeppen recommend a monthly sanitization of Station 41 using a product they have researched. She is passing the product info to Chief Bonnee to see if the idea is practicable.

b. Discussion and possible action: By-law update to allow Battalion Chief to authorize expenditures in the Chief's absence. (Director Nelson)

Director Nelson said she is going to get Atty Cornelius to write the policy in order to ensure it is done right. She requested this item be tabled for the June meeting.

c. Discussion and possible action: Budget discussion (Director Nelson)

See above, first entry under REGULAR SESSION

d. Discussion and possible action: Turnouts instead of fencing at Station 41. (Chief Bonnee)

Chief Bonnee reported that the proposed fencing at Station 41 turns out to cost \$30k and the need for such fencing will be much less now that the security camera system is being installed. Since there is an urgent need for replacement approved turnout gear for the fire suppression staff, he would like to see the fencing funds re-directed and asked for an additional \$14k to purchase all the turnout gear needed to ensure fire crew safety and equipment compliance. He provided vendor quotes for a total of \$44K, pointing out that the insurance money from the station 42 fire can also be used for this purchase.

Director Nelson moved to direct the proposed fencing funds and St42 insurance payoff toward the \$44K cost and to approve the purchase of the new turnout gear in lieu of installing fencing at Station 41.

Director Reh-Bower seconded the motion.

All three directors voted AYE, the motion carried, and turnout gear will be purchased rather than fencing. 1:53 pm

e. Discussion and possible action: Chief and Battalion Chief shift stipend (Chief Bonnee)

Chief Bonnee explained that we have lost some people to other districts that are paying more, which has resulted in him and the Battalion Chief having to work extra medic shifts to cover the personnel shortage. They have both been working close to 7 days a week in order to keep Meadview covered. Chief Bonnee checked with Gabe at JVG and since they are both salaried, the Board would need to establish a stipend in order for them to be compensated for extra shifts. After running the numbers, Mr. Buldra recommended the stipend be set at \$300 per shift (roughly \$12.00/hr), with a limit of two extra shifts per pay period.

Director Nelson pointed out that the money is already budgeted for employee expense so the stipend would be only redirecting those funds under these special conditions, so there would be no discernable effect on the budget.

Director Nelson then moved to accept and put into effect the proposed stipend and conditions described above until the personnel shortage is resolved.

Director Reh-Bower seconded the motion.

All three directors voted AYE, the motion carried, and the stipend was approved at 1:56 pm.

f. Discussion and possible action: Website upgrade, potential for using Streamline.com (director Reh-Bower)

Director Reh-Bower reported she has checked out the Streamline service and although it meets the majority of the district's needs, the cost for the full-blown package LMRFD would need is over \$12k per year and that is quite a bit more than the district can afford. She recommended that this item be tabled for reconsideration in the future. After discussion among the board, the item was tabled and will be brought up in a future meeting in the form of establishing a committee to work on the district's combined IT and website issues. 2:00 pm

g. Discussion and possible action: New annexation requests (director Nelson)

Chief Bonnee presented a new annexation request from Allen and Joyce Handyside on Sandy Point Drive. Paperwork prep is complete, and he asked for board approval and signatures on the annexation resolution. Since Chairperson Theodora Koeppen is travelling and will be out of touch until the end of June, a new resolution document will be prepared so another Board member can sign in her absence.

Director Reh-Bower moved to accept the request.

Director Nelson seconded the motion.

All three directors voted AYE, the motion carried, and the Handyside annexation was accepted at 2:02 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).*

No members of the public elected to speak.

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.) **06/20/2024 at 1:00 p.m. at the Meadview Civic Center (247 Meadview Blvd, Meadview, AZ 86444).**

Director Garza moved to close the meeting at 2:03 pm.

Director Reh-Bower seconded the motion.

All three directors voted AYE and the meeting was adjourned at 2:04 pm

Minutes prepared by: Glenn Gardner

Date: 05/21/2024

Minutes signed/posted by: Jen Gardner

Date: 05/21/2024 12:00 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)

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