

## **MINUTES OF 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 **04-24-2017** at **1:30 p.m.** The meeting was held at **The Meadview Civic Center located at 247 E. Meadview Blvd. Meadview, 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 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.*

### **MINUTES**

#### **1. CALL TO ORDER.**

- Director Berg called the meeting to order at approximately 1:30 p.m.

#### **2. ROLL CALL OF BOARD MEMBERS.**

- Directors present were: Steve Berg; Chairman, Charlotte Kiffer, Deb Cass and Eric Terrill. Director Karash was absent.

#### **3. PLEDGE OF ALLEGIANCE.**

- Recited.

#### **4. APPROVAL OF MINUTES**

##### **a. Regular Session 3-20-2017**

- Director Berg motioned to approve, Director Kiffer 2<sup>nd</sup>. Directors Berg, Kiffer and Cass motioned to approved. Director Terrill abstained (due to visual disability). Motion carried.

##### **b. Executive Session 2-27-2017**

- Director Berg motioned to approve, Director Karash 2<sup>nd</sup>. Minutes approved 3/20/17 with Director Berg and Karash. Director Kiffer approved 4/24/17 (due to not viewing minutes 3/20/17) Motion carried.

#### **5. REPORTS AND CORRESPONDENCE**

##### **a. March 2017 Financial Report(s) (*The financial report(s) are to be reviewed and approved by the Board.*)**

- Mr. Buldra reported revenue for March was \$55,028 which was \$6,427 under budget. Mohave County Revenue for March was \$38,635 which was \$4,519 over budget. Non-Tax Revenue for March was \$16,504 which was \$10,946 under budget and Ambulance Revenue for March caused this unfavorable variance as it was \$11,132 under budget. Expenses for March totaled \$64,352, which was under budget. Year to date revenue is \$719,678 which is \$32,822 over budget and Year to date expenses are \$517,048 which is \$202,659 under budget. Mr. Buldra also noted pg. 2 of the financial report

regarding a question during the Audit presentation about compensation has been removed and was an error reported, stating this has been verified with the Auditor as well. Mr. Buldra noted that report showing was immaterial. He noted this has been corrected and did not affect the numbers for the District. Director Kiffer motioned to approve, Director Terrill 2<sup>nd</sup>. All members present in favor, motion carried.

- b. Fire Chief's 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.)*
- 4 Fire calls, 34 EMS calls, 3 false alarm calls, 29 transport calls.
  - Welcome! New POC/Paramedic and a new Volunteer to the District.
  - Ambulance non-pay report ran for 2-yr. Period showing less than 16% for last two years. Other Districts are reporting 40-60 percentile for non-pay Ambulance revenue. Call reports for comparison HWY-93 were not reporting correctly to show actual amount; report was duplicating calls. This issue will be addressed with the software company.
  - Fire District is one sub-boundary and the CON is another sub-boundary for the District. Obligation remains for coverage regardless of non-pay data.
  - Other avenues for revenue could be investigated; annexations take time. Tax override is avenue for revenue for the District.
  - Out-of-District concerns involving new organizations/buildings, etc. there should be no immediate panic due to no plans presented at this time for construction, etc. When this happens, the District will review what needs to be done at that appropriate time.
  - White Hills has interest in forming a Volunteer Fire District.; offered assistance to gentleman trying to coordinate this. Noting that LMRFD will remain the ambulance provider for that area.
  - Rumored reports of LMRFD not responding to certain calls; inaccurate and untrue. These claims are false and unfounded. Concerns, complaints, etc. can be addressed to the Administrative Office (duty personnel can't respond).
  - Reminder!! Please use 911 for Emergencies. Personnel may be out of the Administrative Office and when using 911 Dispatch can radio to personnel for assistance regarding emergency.

## 6. BUSINESS

- a. Discussion and possible action regarding: other avenues of revenue for LMRFD vs. tax increase. (Board)
- Director Terrill suggested pursuing more information regarding annexations for the District. Director Berg suggested forming a committee and reviewing properties for potential annexation. Director Kiffer agreed. Director Berg noted he would obtain further information before Board taking action. Chief DeMaio stated if anyone from the public was interested in assisting with this they are welcome also noting that the Administrative Office is limited in assisting with this committee. No Action.
- b. Discussion and possible action regarding: placing tax override on ballot; tax override 3.25% to 3.50% for 5 years. (Administration/Gabe Buldra)

- Director Kiffer reviewed the .09% increase, noting that property tax is the bulk of the money for the District. Director Kiffer also noted that the District will be operating on a lower budget amount for next FY, also stating that ambulance revenue has decreased. Director Kiffer stated if this item goes on the ballot it is asking tax payers to pay more for 5 years, noting that the increase would sustain approximately an additional \$37,000 each year for the District. The cost for this to be on the ballot would approximately be \$7,500. The voting for this would be November 2017. Director Kiffer wanted to know the pros and cons and have those presented to the public so everyone understands what this could do for the District and what it means for the taxpayers. Director Kiffer noted it is a risk either way. Chief DeMaio stated he doesn't want to see an opportunity passed up that is healthy for the District, he understands it is an unpopular thing but for longevity in moving forward for the District it is beneficial. Pat Kelley-Staube (resident of Meadview) spoke per direction of the Board, stating that it could be a real hard sell in Meadview when there isn't a 24/7 manned station there. Both members of the public and the Board want to know and see what the monies would be utilized for. Mr. Buldra noted that the Board can designate where that money is allocated, noting it can be for a line item within budget or on a specific item. Mr. Buldra also noted that if the tax override passes it can add manpower for the District as well, also stating that it would give the District capital to work with instead of taking from the operational side of the budget. Walt Kiffer (member of Dolan Springs) inquired about cost for full time position for Meadview and what happens if this override doesn't pass. Chief DeMaio stated base pay for a FF/Paramedic is \$43,000 a year not including benefits. Chief DeMaio noted that overall this is to try to increase the overall health of the District, not just additional employees. Director Kiffer wanted to know the average home value in Meadview and what the additional cost to those tax payers would be in addition to current amount. Mr. Buldra provided an example based off home value for Meadview at \$70,000 noting the increase would be \$17 to current tax bill, also stating a \$100,000 home the increase in addition to current rate would be \$25. Director Kiffer asked about a Dolan Springs home valuation of \$30,000 and Mr. Buldra noted the increase in addition to current rate would be \$7.50. Chief DeMaio noted there would be PR work for this that would be presented for the public. Director Kiffer motioned to have the property tax override placed on the ballot with condition the monies go toward purchase of new ambulance, Director Terrill 2<sup>nd</sup>. Director Berg asked Mr. Buldra where the allocated monies for the new ambulance would be spent if the tax override passes. Mr. Buldra stated it would be allocated to other items for funding (i.e. employees). All members present in favor. Motion carried.

- c. Discussion and possible action regarding: Presentation of Workshop on FY 17-18 Budget; possible adoption of draft for FY 17-18 Budget. (Administration/Gabe Buldra)
  - o Mr. Buldra noted that within last 4 years the District has seen a decrease in assessed value. A .09% increase is being seen for the upcoming year, noting that is \$517 in additional tax revenue. Ambulance revenue is lower due to call volume at current time, which is not within Districts control. Mr. Buldra noted in preparing a Draft Budget for the Board, all concerns would be addressed within Operational side and Board's fiduciary responsibilities as well. Re-allocation of some monies will be presented within a Draft Budget. Possible tentative adoption of Budget at next Board Meeting. No Action.
- d. Discussion and possible action regarding: FY 2015-2016 Audit regarding uncompensated benefits; report on monies. (Terrill/Gabe Buldra)
  - o (see Item 5 A; reported within) No Action.
- e. Discussion possible action regarding: Additional services contract with James Vincent Group. (Gabe Buldra)
  - o Mr. Buldra explained that LMRFD is staying within the scope of original contract with James Vincent Group, this additional contract is for assistance outside of the scope of the original contract and is being presented to all his clients. This is a separate contract for additional services that LMRFD would be billed for in addition to the normal contract if additional services outside of the scope were utilized. Noting it is a stop-gap between all clients with JVG at this time. Director Kiffer motioned to approve, Director Terrill 2<sup>nd</sup>. All members present in favor, motion carried.
- f. Discussion and possible action regarding: Paramedic ride-along contract with Mohave Community College. (DeMaio)
  - o Chief DeMaio stated that Mr. Whittington responded to the inquiry regarding review of the Contract for this item; noting it would take as long as necessary to review/revise as needed and cost would be the District's responsibility, at \$100 per hour. Chief DeMaio is requesting direction from the Board for review. Director Kiffer wanted to review the value of this contract. Chief DeMaio noted that it benefits the District for current employees to train these students with hands-on learning, unique benefits with District and transport times and also helps strengthen their own skills as well. Also noting that it is a positive for the District and may entice a student for employment with LMRFD in the future. Chief DeMaio noted that GVFD, KFD and River Medical have utilized this program as well in the past. Director Berg motioned to have legal counsel engage in review of the Contract, Director Kiffer 2<sup>nd</sup>. All members present in favor, motion carried.
- g. Discussion and possible action regarding: Signature(s) and/or review for Mohave County Mutual Aid Agreement. (DeMaio)

- Chief DeMaio stated this has been a work in progress with those involved with Mohave County Fire Officers Association and that it has been reviewed with all the attorneys involved within the area that are engaged in this Contract. Chief DeMaio is requesting approval from the Board to sign on behalf of LMRFD. Chief DeMaio explained the agreement is to assist other agencies and vice-versa. Chief DeMaio noted that there are no monies involved or cost to the District for this. Director Terrill motioned to authorize Chief DeMaio to sign the Agreement, Director Cass 2<sup>nd</sup>. All members present in favor, motion carried.
- h. Discussion and possible action regarding: Review of ambulance quotes; possible bid approval for ambulance purchase. (DeMaio)
  - Chief DeMaio explained he's reviewed various quotes from several companies and wanted the Board to review and narrow the search/purchase down. Chief DeMaio noted he has two to review, stating there is slight difference in cost, build and warranty. Noting one warranty is 20 year for box on chassis and the other is 30 year warranty. Director Kiffer wanted to know an approximate cost for a new ambulance. Chief DeMaio noted approximately \$150,000. Chief DeMaio noted this would be a brand-new, zero mileage ambulance. Director Kiffer wanted to know if this was an outright purchase or could be a lease-purchase. Chief DeMaio stated it can be a lease-purchase. Mr. Buldra noted that upon purchase time review of lease-purchase would be reviewed with company and/or bank for possible purchase to make payment to bank to get the best deal for the District. Director Kiffer wanted to know the impact to the budget and what FY. Mr. Buldra noted that he recommends the District do a lease-purchase but will find the best deal for the District with doing a purchase that way, noting that upon payment for manufacturer and payment for purchase depends on what budget FY these amounts hit. Chief DeMaio is going to see if he can get a demo model for the Board to physically review as well. Director Terrill wanted information on warranty and extended warranty. Chief DeMaio is in review of a Ford and Dodge noting that mechanics have stated both in comparison are apples to apples. Further information will be gathered for this item. No Action.
- i. Discussion and possible action regarding: Annexation of properties and/or boundaries for LMRFD. (DeMaio)
  - (See item 6 A) – reported within

**7. CALL TO THE PUBLIC.** *Consideration and discussion of comments and complaints from the public. Those wishing to address the Lake Mohave Ranchos Fire District Board need not request permission in advance. 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.*

- *Suzanne Powell suggested a table with information regarding the tax override at the upcoming Meadview meeting. Chief DeMaio noted that information would be provided now that a vote has passed.*

**8. CONSIDERATION OF FUTURE AGENDA ITEMS.**

- TBA/TBD

**9. NEXT REGULAR BOARD MEETING DATE & LOCATION.**

- May 15, 2017 in Dolan Springs, Arizona

**10. ADJOURNMENT.**

- Director Berg adjourned the meeting at approximately 2:50 p.m.

**MINUTES** prepared by: *Karen Jackson*  
(*This is a working draft, until Board approval*)

**Date:** *04-27-2017*