



Lake Mohave Ranchos Fire District

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MINUTES OF PUBLIC HEARING AND REGULAR MEETING June 19, 2017

1. CALL TO ORDER.

- Board Chairman Berg called the public hearing on the 2017/2018 fiscal year budget to order at approximately 1:30 p.m.

2. ROLL CALL OF BOARD MEMBERS.

- Present were Steve Berg, Chairman; Michael Karash, Board Clerk; Deborah Cass, Board member; Charlotte Kiffer, Board member; and Eric Terrill, Board member.

William R. Whittington, legal counsel was also present.

3. PRESENTATION AND DISCUSSION OF PROPOSED BUDGET FOR FISCAL YEAR 2017/2018.

- Director Berg opened a public hearing on the possible adoption of the 2017-2018 budget was held. There were no comments made by any member or the public.

4. CLOSE OF PUBLIC HEARING.

- The public hearing on the 2017-2018 budget was closed.

5. CALL TO ORDER.

- Board Chairman Berg called the regular meeting to order at approximately 1:35 p.m.

6. ROLL CALL OF BOARD MEMBERS.

- Present were Steve Berg, Chairman; Michael Karash, Board Clerk; Deborah Cass, Board member; Charlotte Kiffer, Board member; and Eric Terrill, Board member.

William R. Whittington, legal counsel was also present.

7. PLEDGE OF ALLEGIANCE.

- Chairman Berg led those present in the reciting of the Pledge of Allegiance.

8. APPROVAL OF MINUTES.

- a. **Regular Session 05-15-2017** – Board member Kiffer requested that a correction be made on page one of the minutes. She requested that the word “oversight” be changed to “non-compliance.” Board member Terrill requested that a correction be made to item 6B - “Flyer” was misspelled. Chairman Berg made a motion to accept the minutes as corrected. Board member Karash seconded the motion. The motion passed unanimously.

9. REPORTS AND CORRESPONDENCE.

a. May 2017 Financial Report(s)

Chairman Berg asked if the Board members had a chance to review the reports. The Board members asked the financial advisor various questions regarding the monthly financials. Board member Kiffer made a motion to approve the financial reports for May 2017. Board member Cass seconded the motion. The motion passed unanimously.

b. Fire Chief's report on operational matters.

The Chief reported that in June he had attended the Western Arizona Council of Emergency Medical Services (WACEMS) meeting. He explained that they were the organization the District received the cardiac monitor grant from. The Chief also reported that he continued to attend the monthly run review meetings and prehospital committee meetings. He advised the Board that they occur on the second Tuesday of every month. He also advised the Board that he attended a mass causality meeting with the Mohave County Emergency Management. The Chief reported on the various vehicle repairs being completed. The Chief advised the Board that he had a meeting with ISO to improve or retain the District's ISO rating. The District's current rating is 8B/10. The Chief advised the Board that the computers had been installed and the software installation had occurred. The Chief explained that the drug boxes were being changed over to work with the new computer system. The Chief advised the Board regarding the Antelope fire. The Chief advised the Board regarding the Meadview Station coverage for the month of June. The Chief advised the Board that burn permits had been suspended until further notice and an open burn ban would be in effect soon.

10. EXECUTIVE SESSION.

Chairman Berg called for a motion to enter into executive session for legal advice pursuant to A.R.S. §38-431.03(A)(3) and instructions to legal counsel pursuant to A.R.S. §38-431.03(A)(4) regarding the Board Bylaws; staffing issues, the Chief's contract and the Chief's performance and for personnel matters pursuant to A.R.S. §38-431.03(A)(1) regarding the Chief's performance review. Board member Kiffer made a motion to enter into executive session as stated by Chairman Berg. Board member Cass seconded the motion. The motion passed unanimously.

- The Board entered into executive session at approximately 2:10 p.m.
- The Board reconvened into public session at approximately 4:51 p.m. (Upon a 10 minute break.)

11. BUSINESS.

a. Discussion and possible action regarding: possible adoption of final Fiscal Year 2017-2018 Budget; possible approval of Resolution #2017-01. Chairman Berg read Resolution #2017-01 aloud. Board member Karash made a motion to approve the Resolution. Board member Cass seconded the motion. The motion passed unanimously.

b. Discussion and possible action regarding: explanation and possible action re: L.O.C. (line of credit) Payment. Chairman Berg explained that the District would be responsible for the full \$15,000 line of credit.

- c. **Discussion and possible action regarding: consideration and possible approval of expenses for the District.** Chairman Berg made a motion to approve the expenses for the District and sign the certification for the Board of Supervisors. Board member Karash seconded the motion. The motion passed unanimously.
- d. **Discussion and possible action regarding: meeting with Paul Ulan regarding tax override; A.R.S. § 38-431.02; possible approval of Resolution approving same.** Chairman Berg explained the process and risks involved regarding the tax override. Chief DeMaio clarified Mr. Ulan's purpose and advised that Jim Diehl had been retained by the District for the matter and his role in conjunction therewith. Chairman Berg noted a couple of corrections to the proposed resolution. Chief DeMaio explained the time sensitive nature of the matter. Chief DeMaio advised why a mail ballot was chosen.
- e. **Discussion and possible action regarding: Annexation Committee progress; A.R.S. § 38-431.02.** Chairman Berg advised that he had placed an ad in the paper and received no responses in regard to forming an annexation committee.
- f. **Discussion and possible action regarding: credit card payment for Ambulance services; collection of monies at time of service; rendering services from out of state and foreign travelers; collection thereto.** Chairman Berg advised that he had discussed the use of credit cards with legal counsel. Chief DeMaio advised that he had researched the matter and the statutory requirements. Board member Cass suggested a form could be created to comply with the statutory requirements. Board Member Cass made a motion to table the matter until next month. Board Member Terrill seconded the motion. The motion passed unanimously.
- g. **Discussion and possible action regarding: annual renewal with the City of Kingman/Dispatch Services.** Chairman Berg advised that a copy of the dispatch contract was not available. Item was postponed.
- h. **Discussion and possible action regarding: annual renewal with Copperpoint.** Chief DeMaio explained that the Copperpoint contract needed to be renewed. Board Member Kiffer asked if the services were staying the same. Chief DeMaio discussed how rates were decided. He explained that overall rates had not increased.
- i. **Discussion and possible action regarding: approval of purchase of AEV Traumahawk ambulance; purchase price up to \$180,000.00.** Chief DeMaio explained the selection process for a new ambulance. He advised that he found a demo ambulance for \$155,500.00 not including taxes. He explained the difference in a demo ambulance versus a new ambulance. Chairman Berg asked what the additional costs might be before putting the ambulance in service. Chief DeMaio explained that the equipment costs should be almost none. Board member Terrill asked what the warranty would be. Chief DeMaio advised the Board regarding the extended warranty options available. Chief DeMaio explained the re-boxing options of ambulances with the Board. Board member Berg made a motion to approve the purchase of the ambulance. Board member Karash seconded the motion. Chairman Berg and Board member Karash voted yea. Board member Terrill voted nay. Board member Cass and Board member Kiffer abstained. Motion passed.

- j. Discussion and possible action regarding: approval of financing of purchase of AEV Traumahawk ambulance.** Chairman Berg made a motion to approve the financing for the new ambulance. Board member Karash seconded the motion. Chairman Berg, Board member Karash and Board member Kiffer voted yea. Board member Terrill voted nay. Board member Cass abstained. Motion passed.

- k. Discussion and possible action regarding: approval of purchase of extended warranty for AEV Traumahawk ambulance; purchase price up to \$10,000.00.** Chief DeMaio explained the options and pricing for warranties. Chief recommended the Board choose the premium care package which was for 8yrs/200,000 miles/8,000 engine hours for \$8,225.00. Board member Kiffer suggested the warranty not be financed to save on interest costs. Chairman Berg made a motion to purchase the extended warranty, to be purchased outright. Board member Karash seconded the motion. Chairman Berg, Board member Karash, Board member Cass and Board member Terrill voted yea. Board member Kiffer abstained.

- l. Discussion and possible action regarding: administrative assistant position; staffing requirements.** Board member Kiffer made a motion to have the Chief draft a policy regarding office-staffing requirements to be reviewed by the Board. Board member Cass seconded the motion. The motion passed unanimously.

12. CALL TO THE PUBLIC.

- NONE

13. CONSIDERATION OF FUTURE AGENDA ITEMS.

14. NEXT REGULAR BOARD MEETING DATE & LOCATION.

July 17, 2017 at the Chamber of Commerce, Dolan Springs, AZ.

15. ADJOURNMENT

Chairman Berg adjourned the meeting at approximately 6:38 P.M.

MINUTES prepared by: *Danielle Thornbury, Paralegal / Karen Jackson / Victoria Smith*

Date: 07/19/2017

Approved: 8/21/2017