



## Yucca Fire Department

12349 Frontage Road

Yucca, AZ 86438

### Regular Meeting Minutes

June 19, 2020

- I CALL TO ORDER AT 5:42 p.m.
  - II ROLL CALL OF BOARD MEMBERS: Marilyn Shore, Chairperson, Richard Knowles, Member. Staff Present: Pam Ford, Bookkeeper; Captain Wayne Kudrna
  - III PLEDGE OF ALLEGIANCE
  - IV. EXECUTIVE SESSION MOTION BY Marilyn Shore, 2<sup>nd</sup> by Richard Knowles, VOTE: Knowles, Yea; Shore, Yea; NAY – 0. Motion Carried. Call to Order at 5:44 P.M.  
  
EXECUTIVE SESSION MOTION BY Marilyn Shore, 2<sup>nd</sup> by Richard Knowles, VOTE: Knowles, Yea; Shore, Yea; NAY – 0. Motion Carried.  
Adjourn and return to Regular Session at 6:33 P.M.
  - V. APPROVAL OF MINUTES: Motion by Marilyn Shore, 2<sup>nd</sup> by Richard Knowles, to accept the minutes of the May 22, 2020 Regular Meeting and the June 5, 2020, Special Session Meeting as written, and they be approved. Member Knowles took exception that there was a misinterpretation of the COVID-19 statement by some constituents. VOTE: Knowles, Yea; Shore, Yea; NAY – 0. Motion Carried.
  - VI. REPORTS AND CORRESPONDENCE
    - A. Financial Review -  
Warrant Account: as of 6/18/2020 - \$108,653.56  
Check generated for \$11,200 to move into operating account to cover bills and payroll for the end of June and the first part of July. That leaves \$97,403.56 in the Warrant Account. Have Reserve Account of \$10,000. Balance in Wells Fargo of \$16,250.26 as of 6/18/2020; all checks have processed from the last Board Meeting. Payroll for June of \$16,801.85 for 2 pay periods, included employer taxes.
- Mrs. Ford prepared a Check Register for the Board Members for the operating Account. Very much appreciated.
- Bills paid since the last Board meeting are:
- |   |           |
|---|-----------|
| WEX Fleet Universal – pd Online 6/13/2020 | \$ 399.77 |
| Westside Disposal – check approval        | \$ 92.00  |
| Yucca Water – check approval              | \$ 13.58  |
| UNS Electric – Station 1 – check approval | \$ 975.29 |





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#### B. FIRE CHIEF'S REPORT:

I. calls total		36
1. Medical		26
2. Fire		3
3. MVA		1
4. Unfounded/canceled/false alarm	3	
5. Public Assist	0	
6. Mutual Aid	3	
Golden Valley	1	
Kingman	1	
Desert Hills	1	
II. Training		
III. Vehicle maintenance -	Brush Truck 1326 back in service	
IV. Operation 1. Inspections		
V. Projects:		
VI. Staff		
VII. Activities		
VIII. Volunteers		
IX. New applications:		
X. Billing		
1. fire recovery USA	\$ 0.00	
2. Geo Prison to Bill – June 25th	\$11,250.00	

#### VII BOARD CHAIRMAN'S REPORT

##### NEW BUSINESS

- I. Resolution for new bank accounts – Signatures for all paperwork signed prior to the start of the Meeting. Branch Manager from NBAZ, Lake Havasu, brought the paperwork.
- II WEBSITE EMAIL FOR BOARD MEMBERS: To address board members individually
- III BONDING OF BOOKKEEPER AND BOARD MEMBERS – Mrs. Ford to follow-up on Cost and Coverage.
- IV UNPAID INVOICES
  - A. One Stop Automotive – will pay oldest
  - b. Technology Insurance – Workman's Comp. Will pay current due
  - c. Benny's tires – will pay





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#### OLD BUSINESS

- I. BOARD ISSUES – Reviewed minutes of 2/27/2015 authorizing Chief of YFD to authorize \$5000 for repairs without Board Approval. May be reviewed/changed in YFD By-Laws
- II BUDGET APPROVAL - Motion by Chairperson Shore, 2<sup>nd</sup> by Member Knowles , VOTE: Knowles, Yea; Shore, Yea; NAY – 0. Motion Carried.
- III BY-LAWS UPDATE. Will continue to look at other organizations by-laws; Member Knowles indicated we do not have to change entire by-laws all at one time, but could change portions. Motion to table item until next meeting by Member Knowles, 2<sup>nd</sup> by Chairperson Shore, VOTE: Knowles, Yea; Shore, Yea; NAY – 0. Motion carried.
- IV FINGERPRINT CARD UPDATE. Captain Kudrna has signed up and is waiting to be pre-approved for online course. Course is free, unknown dollar amount for class supplies, or in-house supplies. Member Knowles mentioned that for the approximate cost of \$27 ea., go to local law enforcement and get fingerprinted.
- V. POWER OF ATTORNEY (LEFLET) UPDATE (TO BE MARKED **VOID**). Board members Knowles and Shore marked each page as void and initialed.
- VI ATTORNEY INVESTIGATION UPDATE: item to be tabled until July 17, 2020 meeting. Motion made to table by Chairperson Shore, 2<sup>nd</sup> by Member Knowles. VOTE: Knowles, Yea; Shore, Yea; NAY – 0. Motion carried.
- VII CHIEF LEFLET OLD CONTRACT TO BE MARKED **VOID**. Board members Knowles and Shore marked each page as void and initialed.
- VIII SIDE DOOR REPAIR. Mrs. Ford spoke with Mike Sevillo and he will repair side door for no cost, and we are to understand that it will be when he has time. Mrs. Ford to order necessary parts.
- IX BOARD VACANCY – Resumes – received one
- X AG REPORT UPDATE. After receiving 2 week extension from AG office, Mrs. Ford made all copies requested; and, with a cover letter mailed YFD information to AG office within that time frame. Have already received return receipt card to show delivery of packet.



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I, \_\_\_\_\_, do hereby swear that I posted the foregoing minutes at the District's Fire Station #1 on Frontage Road, the water tower bulletin board located in Yucca on Frontage Road, "R" Burger Joint, and the Yucca Fire Department web site [www.yuccafire.com](http://www.yuccafire.com) on June 24, 2020 before 5:30 P.M.

*Executive Session: Pursuant to Ariz. Rev. Stat. 38-431.03 (A)(2) and (A)(3), the Yucca Fire Department Board may, upon a majority vote, enter into an executive session to discuss or consider information that the law requires to be maintained as confidential. Such a session will not be open to the public. Matters on the agenda may be discussed in Executive Session for the purpose of obtaining legal advise on those matters.*





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- XI BOAT/TRAILER DOCUMENTATION UPDATE. Chairperson Shore received official stickers from AZ Game and Fish for Bayliner Boat; has appointment at DMV for 6/29/2020 to change title. For the YAMAHA boat, Shore wrote letter to correct court documents and mailed to County Attorney. After receiving will have to go to AZ Game and Fish for official stickers, then make appointment at DMV to get title issued.  
Member Knowles asked if he could move boats to Station #2 since he has a trailer hitch. Discussion ensued regarding condition of Station #2.
- XII COVID 19 UPDATE. Will follow the Mohave County Board of Supervisor's recommendations and not open meetings at the YFD until the BOS approves their meetings to be open.
- XII AUDIT REVIEW. Mrs. Ford is over 2 weeks behind in audit due to her spending time preparing the AG Report.
- XIV DATE OF NEXT MEETING. July 17, 2020 at YFD at 5:30 P.M.
- XV ADJOURNMENT at 7:41 p.m. Motion to adjourn by Chairperson Shore, 2<sup>nd</sup> by Member Knowles, VOTE: Knowles, Yea; Shore, Yea; NAY – 0. Motion Carried

#### MINUTES APPROVED:

  
BOARD CHAIRPERSON

  
DATE

  
BOARD MEMBER

  
DATE

N/A  
BOARD MEMBER (CLERK)

N/A  
DATE