



Yucca Fire District

12349 Frontage Rd., PO Box 327

Yucca, Arizona 86438

(928) 766-2300

www.yuccafire.com

MINUTES OF REGULAR MEETING OF THE YUCCA FIRE DISTRICT GOVERNING BOARD

The Governing Board of the Yucca Fire District met in regular session on **Monday, November 21, 2022 at 8:00 a.m.** The meeting was held at the Yucca Fire Station #1 located at 12349 Frontage Road, Yucca, AZ 96438. 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. Board members or other participants may attend by telephonic conference. 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.

- Chairman Knowles called the meeting to order at approximately 8:00 a.m.

2. ROLL CALL OF BOARD MEMBERS.

- Clerk Kayla Carr, Director Jim Fox, and Chairman Richard Knowles were present.

3. PLEDGE OF ALLEGIANCE.

- The Pledge of Allegiance was recited.

4. APPROVAL OF MINUTES

A. Regular Meeting Minutes of September 19, 2022

- Clerk Carr motioned to approve the minutes as written. Director Fox 2nd. All in favor, motion carried.

5. REPORTS AND CORRESPONDENCE.

A. September and October 2022 Operational Report. (Chief Cunningham)

- Chief Cunningham reported the calls for September and October during the days the district was not staffed was 8 calls; 2 EMS, 1 fire, 4 motor vehicle accidents, and 1 false alarm. Golden Valley Fire ran on 6 calls and Desert Hills Fire ran on 4. During the staffed days there were 11 calls; 6 EMS, 1 motor vehicle accident, 4 service calls. The total for both months was 19 calls.

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 described in detail. 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 decision at a later date. (A.R.S. 38-431.02. K)*

- District properties
 - The two bay doors front and back on the north side were not working properly. The remotes stopped working and only the wall button was working. We had a service tech out to look at them, the circuit boards are bad, and it will be about \$900 each. We are still waiting for the final cost. These are residential grade openers; the south door is a commercial grade opener. We don't want to repair the residential grade openers at a cost of \$1,800 and have them fail again. These are very heavy doors and are used a lot. Currently the firefighters are opening the doors manually. One option is that Golden Valley Fire is looking to replace two garage door openers because they lack the switch to activate our bay exhaust fans when the door is activated. These are commercial grade openers in good working conditions. This would require GVFD board approval to surplus those openers, which could be purchased by Yucca Fire and save some money. We will continue to work on this issue.

- Projects in the Works
 - We applied for a grant for a four-gas monitor through Homeland Security. That was granted to Yucca Fire, and we will be receiving that soon.
 - We also applied for a grant for a cardiac monitor through WACEMS, but we were denied. Our monitor is outdated, parts and servicing are not available anymore. But Golden Valley Fire was awarded a grant of \$5,000 for items that are not as critical as a cardiac monitor. Golden Valley Fire asked WACEMS if our award could be transferred to Yucca Fire. We did get a verbal okay, but we are waiting for written approval. We will discuss this later in the meeting.

6. BUSINESS. *Public wishing to speak on agenda items must complete a speaker card and present to the Board Clerk prior to the start of the meeting.*

A. Discussion and possible action regarding: Approval of the September and October 2022 financial reports. (Administration)

- Comptroller Kindelberger stated the September income was \$8,747.11, expenses were \$23,976.24. October income \$50,529.45, expenses \$13,901.85. Bank balances ending October 31, 2022, warrant account \$153,081.31; retirement and pension account \$1,283.54; payroll account \$15,000.08. Total cash on hand \$169,364.93.
 - Clerk Carr motioned the approve the financial reports as presented. Director Fox 2nd. All in favor, motion carried.

B. Discussion and possible action regarding: Canvass of election results of November 8, 2022. (Administration)

- Comptroller Kindelberger stated the total votes were as follows:
 - Jim Fox received 99 votes, 38.22%
 - Richard Knowles received 95 votes, 36.68%
 - Richard Tejchman received 65 votes, 25.10%
 - Clerk Carr motioned to approve the vote and authorize the Chair and Clerk to sign the Canvass of Election. Director Fox 2nd. All in favor, motion carried.

C. Discussion and possible action regarding: Set a special meeting date for Election of Officers in December 2022. (Administration)

- Comptroller Kindelberger stated per the by-laws the election of officers shall take place in December. Staff recommends December 5th at 8:00 am.
 - Chairman Knowles moved to hold the special meeting on December 5, 2022. Clerk Carr 2nd. All in favor, motion carried.

D. Discussion and possible action regarding: Community and fundraising events held at the fire district. (Fox)

- Director Fox wanted to discuss holding events at the fire station, not necessarily inside the building. Either our own events or other entities to bring in funds for the fire district. Chief Cunningham asked if you're talking about utilizing the district grounds outside for fundraising events for the fire district not others using the district grounds to make money? So, if they were to use district property the monies raised would go to the fire district? Director Fox answered, yes. Cunningham stated that if it is not inside the fire station, he is fine with it. You must remember that the station is not always staffed. We must be sure the events don't disrupt the operations or security of the fire district. Chairman Knowles added that if we are going to entertain this, we need a designated area to be used. This would eliminate the event impacting the operations of the fire district. If someone wants to have a swap meet in the designated area and they pay us for the use of the property, I think that would be a good deal. We need to have rules and boundaries and if anyone violates those rules then they cannot continue to have events here. Knowles asked Carr for her input. Carr stated currently we still have the food pantry here and that creates a liability, until they move to their new property, I don't have any comment on the issue. Director Fox stated he would like to keep this issue open for discussion if an event was to come up in the future. At the Veterans Day parade, we had people selling their wares and there were no issues. Chairman Knowles suggested also using station two for events. That would be easier and not impact on our operations.

- No Action

E. Discussion and possible action regarding: Extending the response area outside the Yucca Fire District boundaries. (Knowles)

- Chairman Knowles stated that we have a truck stop going to build at exit 28, which is outside of our district. The chief has been working on how to annex that property. The railroad is between the district and the future truck stop which is blocking annexation. This truck stop would bring in huge revenue for the fire district. I suggest setting a radius from the fire station outside the fire district, say two or three miles. Then offer subscriptions to those properties for fire protection. Clerk Carr asked how this would work when we are not staffed the full month. We can't guarantee fire protection on the days we are not staffed. Knowles hope is that the extra revenue from the truck stop can get us closer to full staffing. Chief Cunningham added that we cannot hire full-time staff, they will be part-time employees. We rely on them to come to Yucca to work. To say the district will be covered 24/7 is not realistic. If we do go forward with contracts it needs to state, the staffing levels very clearly. There are other reasons besides staffing that we may not respond. We could be on another call, weather issues, road conditions. All this needs to be stated in the contract. We don't necessarily have to do subscriptions, if we respond outside the district they will be charged. Knowles added that regardless of whether the property is annexed or on a subscription, we still have the staff that we have. Chief Cunningham stated that the railroad has not given us a definite no on annexation. I think we need to push for annexation and hold off doing a subscription until we get a final answer from the railroad. Also, keep in mind that they are out of the district, even with a contract if other districts respond those departments can charge them. If they were annexed, then it would be mutual aid.

- No Action

F. Discussion and possible action regarding: Approval of purchase of cardiac monitor if awarded on grant from WACEMS; district portion of cost is approximately \$8000. (Cunningham)

- Chief Cunningham stated we have the opportunity to get a monitor that costs about \$13,000, the grant is for \$5,000 leaving the district responsible for \$8,000. I would like to ask the board to approve going forward with this if WACEMS allows the transfer from GVFD to YFD. This does exceed my spending limit. Chairman Knowles asked if this is budgeted. Chief Cunningham replied that we do have the funds budgeted in the capital account for grant items.

- Director Fox moved to approve the purchase of the cardiac monitor if the grant is awarded. Clerk Carr 2nd. All in favor, motion carried.

7. **CALL TO THE PUBLIC.** *Consideration and discussion of comments and complaints from the public. Those wishing to address the Yucca Fire District Board need not request permission in advance. The Fire District Board is not permitted to discuss or take action on any item raised in the call to the public, unless the item is specifically noticed for discussion or legal action. 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 that is not on the Agenda due to restrictions of the Open Meeting Law.*

- Bruce Tennant asked if the garage doors still work by the wall button. Chief Cunningham responded, no.

8. **ADJOURNMENT.**

- Director Fox motioned to adjourn the meeting. Clerk Carr 2nd. All in favor, motion carried. Chairman Knowles adjourned the meeting at 8:39 a.m.

MINUTES prepared by: Mindy Kindelberger

Date: 11/21/2022

By: _____
Board Clerk, Kayla Carr

Approved: