



Yucca Fire Department
12349 Frontage Road
Yucca, AZ 86438
REGULAR SESSION MINUTES
July 30th, 2020

1. CALL TO ORDER – 4:00 P.M.
2. ROLL CALL OF BOARD MEMBERS
3. VOTE TO GO INTO EXECUTIVE SESSION FOR LEGAL ADVICE PURSUANT TO A.R.S. § 38-431.03(A)(3) AND A.R.S. § 38-431.03(A)(1)
4. RECONVENE INTO PUBLIC SESSION – 6:00 P.M.

CALL TO ORDER AT 6:00 P.M.
5. ROLL CALL OF BOARD MEMBERS: MARILYN SHORE, CHAIRPERSON,
RICHARD KNOWLES, MEMBER
6. PLEDGE OF ALLEGIANCE
7. APPROVAL OF MINUTES
 - A. Approval of Minutes: Motion by R Knowles, 2nd by M Shore, to accept the minutes of the June 19, 2020 Regular Meeting minutes. Member Knowles took exception to the minutes of sessions 6/24/2020, 6/25/2020, 6/29/2020, 7/3/2020, 7/17/2020, 7/24/2020; Chairperson Shore initialed for acknowledgment of these minutes. VOTE: Knowles, Yea; Shore, Yea; NAY – 0. Motion Carried.
8. APPROVAL OF MONTHLY FINANCIAL REPORTS
 - A. Petty Cash: \$ 223.05
 - B. Nat'l Bank of AZ – General Account \$ 3,500.00
 - C. Nat'l Bank of AZ – Payroll Account \$ 22,764.29
 - D. Wells Fargo Checking Account \$ 7,363.19
 - E. Warrant Account \$ 74,013.19
 - F. Total Bills to Pay Now \$ 7,026.58
 - G. Payroll 7/10 – 7/23/2020 \$ 10,735.73
 - H. August Bills to pay – as of 7/30/2020 \$ 13,286.64
(Includes **Estimate** of August 13th payroll) \$ 10,800.00



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7. **REPORTS AND CORRESPONDENCE:**

A. Fire Chief's Report – None – Fire Chief responded to a Fire

1. Training
2. Station Repair
3. Equipment acquisition

B. Fire Board Chairman's report

Member Knowles to provide copy of Oath of Office to Fire Chief for files

Chairperson Shore made statement about innuendos, social media posts, and local drama.

Board Member Knowles stated that he stood by what he said and what he had done, and he did state that he misspoke Chairperson Shore's name.

8. **CALL TO PUBLIC – None**

9. **OLD BUSINESS**

A. Re: Fill Vacancy on YFD Board.

1. R Knowles nominated Kayla Carr; No 2nd . VOTE: Knowles Yea; Shore NAY; Motion not carried.
2. M Shore nominated Deana Merriman; No 2nd, VOTE: Shore Yea, Knowles NAY; Motion not carried.
3. Chairperson Shore explained the process now will go to the Board of Supervisors after the expiration of 90 days of the last member leaving the YFD Board, which will be August 5th.

Per A.R.S. § 48-803(B), if a vacancy occurs on the district board, a quorum of the fire district members shall fill the vacancy by appointment of an interim member, and shall fill the vacancy within ninety days after the date the vacancy occurs. If the quorum of fire district members do not appoint an interim member within 90 days, the Board of Supervisors shall appoint an interim member to the district board within sixty days after expiration of the ninety-day period.

B. Re: Attorney Fees: Chairperson Shore made a motion to appoint Ms. Ford to negotiate payment discount and plan payment. 2nd Member Knowles. VOTE: Shore Yea, Knowles, Yea, NAY=0, motion carried.



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- C. Per Legal Advice on Theft Insurance Policy, Member Knowles made a motion that we would request the Policy amount of acceptable expenditures from \$100 to \$500; 2nd by Chairperson Shore. VOTE: Shore Yea, Knowles, Yea, NAY = 0, motion carried.
- D. Chairperson Shore now has all documents needed to title 2 boats (YAMAHA AND BAYLINER). Will make appointment at DMV. Member Knowles made a motion to move this and any other equipment to Station #2 within one week; 2nd by Shore. VOTE: Shore Yea, Knowles, Yea, NAY = 0, motion carried.
- E. Chairperson Shore made a motion that each Board member will make a recommendation for an amount of change to the By-Laws prior to the next Board Meeting; 2nd by Member Knowles. VOTE: Shore Yea, Knowles, Yea, NAY = 0, motion carried.
- F. Captain Kudrna has finished his fingerprint class. This is a PRIORITY item to be monitored by Chief Schmidt.
- G. No update
- H. Station #2 Now covered in new insurance policy; conditions – no update
- I. Ms. Ford reported that parts arrived for repair of bay double door repair. Repairs will be made after August 4, 2020 election at Fire Department.
- J. No update on Pride (Pilot fuel) station status
- K. Members of Board received YFD Handbook/ bylaws for review
- L. Per Ms. Ford, bookkeeper, Audit is due 240 days after end of Fiscal year. To keep cost of CPA low, member Knowles made a motion that Chairperson Shore investigate local CPA's, educational institutions, etc. Shore 2nd the motion. VOTE: Shore Yea, Knowles, Yea, NAY = 0, motion carried.
5. NEW BUSINESS
- A. Discussion for Ms. Ford to Call NBAZ to investigate a low cost account in order to have a credit/debit card for purchases under \$500. Motion made by member Knowles, 2nd by Shore. VOTE: Shore Yea, Knowles, Yea, NAY = 0, motion carried.
- B. Discussion of HIPPA.



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- C. Ms. Ford still waiting to talk to AT&T. Landline vs cell based phone legality.
- D. Discussion of passwords for YFD website, Ms. Ford to investigate.
- E. Call for Election. Motion made by member Knowles, 2nd by Shore; VOTE: Shore Yea, Knowles, Yea, NAY = 0, motion carried.
- F. Discussion of process for using District Board attorney, recommendation to keep costs low.
- G. Discussion of District Vehicles use being in compliance with insurance requirements.
- H. Table of discussion of job descriptions. Motion by Shore, 2nd by Knowles. VOTE: Shore Yea, Knowles, Yea, NAY = 0, motion carried.
- I. Discussion of contacting loaner for their update. Member Knowles agreed to contact.
- J. Discussion tabled for input from Chief Schmidt. Motion by shore, 2nd by Knowles. VOTE: Shore Yea, Knowles, Yea, NAY = 0, motion carried.
- K. Discussion tabled for input from Chief Schmidt. Motion by shore, 2nd by Knowles. VOTE: Shore Yea, Knowles, Yea, NAY = 0, motion carried.

DATE OF NEXT MEETING: August 21, 2020 at 5:30 p.m. at 12349 Frontage Road, Yucca, AZ.

- 6. Motion to Adjourn meeting at 7:02 p.m. by Shore , 2nd by Knowles. VOTE: Shore Yea, Knowles, Yea, NAY = 0, motion carried.

I, **PAM FORD** of the Yucca Fire District, do hereby swear that I posted the foregoing minutes at the Yucca Fire Department web site www.yuccafire.com on this Date and Time: 08/04/2020 @ **3:50** 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 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 advice on those matters.



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Pursuant to the Americans with Disabilities Act (ADA) the Board endeavors to ensure the accessibility of its meetings to all person with disabilities. Reasonable accommodations will be made upon request for persons with disabilities or for those who speak English other than very well. If you need an accommodation for a meeting, please call the Fire Department at (928)766-2300 at least 48 hours prior to the meeting so that an accommodation can be arranged.

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