



Yucca Fire District
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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, January 16, 2023 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 ~ Consent Agenda

A. Regular Meeting Minutes of November 21, 2022

B. Special Meeting Minutes of December 5, 2022

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

5. REPORTS AND CORRESPONDENCE.

A. November and December 2022 Operational Report. (Chief Cunningham)

- Chief Cunningham reported the calls for November and December during the days the district was not staffed was 11 calls; 4 fire, 4 motor vehicle accidents, 2 Service and 1 false alarm. During the staffed days there were 16 calls; 5 EMS, 3 Fires, 7 service calls, and 1 false alarm. The total for both months was 27 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 staff is still having to lift the two bay doors manually. We are unable to get a quote for a garage door opener because they are on backorder and the company will not provide a cost. Golden Valley Fire is having the same issue getting quotes. The garage door openers in Golden Valley do not have the switch for our exhaust fans. When GVFD replaces their garage door openers I will see if the board will surplus those openers to YFD for a good price.
 - Been doing some building maintenance, replaced some ceiling tiles.
 - Yucca Food Pantry is now in their new building, they will be having an grand opening on February 11 in the afternoon. They would like to invite YFD to the grand opening.
- District Equipment
 - Water Tender 1318 had some damage to the tailboard. There was previous damage to the tailboard. Our mechanic repaired and shorted the tailboard by 4 inches.

- Emergency brake on 1325 needs to be repaired or adjusted. Our mechanic has not looked at it yet. This vehicle is currently in Golden Valley for drivers training for the Yucca volunteers.
- Projects in the Works
 - We are working on a shared grant for Golden Valley Fire, Lake Mohave Ranchos and Yucca Fire for a child safety trailer for fire education at the schools.
 - The \$5,000. grant for the EKG monitor that I reported on in November. WACEMS did approved the transfer of grant funds from GVFD to YFD. Our share will be about \$8,100.
 - We will be holding an AED class in February for a few of the church members and staff. We can hold AED or CPR classes for any business or individuals, just let me know and we will make it happen.
 - Driver's training was just held in Golden Valley for the volunteers. We now have three volunteers that have completed everything. We are going to start additional training on familiarization and operations of the apparatus and pumps.
 - I have been in talks with some citizens at Santa Fe Ranch regarding possible annexation. They have asked me to speak at their annual meeting next month. This is an opportunity to expand our district and bring in more revenue. I am working with the county right now to find out how much that would actually generate in revenue. I will keep the board updated.
 - I have been working with Jack Rymer who is the project manager for Flying J regarding the annexation of their 19 parcels. That should bring in about \$24k to \$26k per year.
 - Staff has been working on transitioning our payroll from ADP to in house processing. That was completed January 1, 2023.

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 November and December 2022 financial reports. (Administration)
 - Comptroller Kindelberger stated the October income was \$72,720.51, expenses were \$16,727.89. November income \$22,991.78, expenses \$13,198.28. Bank balances ending December 31, 2022, warrant account \$224,675.03; retirement and pension account \$1,283.54; payroll account \$9,192.48. Total cash on hand \$235,151.05.
 - Clerk Carr motioned to approve the financial reports as presented. Director Fox 2nd. All in favor, motion carried.
- B. Discussion and possible action regarding: Yucca Community Food Pantry cancellation of facility use agreement; discuss possible changes to building maintenance. (Cunningham)
 - Chief Cunningham stated that the food pantry has moved out this last weekend. I feel that we need to continue with the pest control and set up service. Possible maintenance on the walk-in refrigerator and freezer, currently they are shut off. I'm not sure if there is a correct or incorrect shut down procedure. Chairman Knowles asked if they were disinfected and cleaned. Chief stated that they look clean. We can call the last company that worked on the units and find out if there is a proper way to shut down. Chairman Knowles felt that before they are restarted we should have them serviced. Clerk Carr added that there is a new pest control company in Yucca, she gave the information to the Chief. This company is the current vendor the food pantry is using.
 - No action.
- C. Discussion and possible action regarding: Consideration of boundary change request from Pilot Travel Centers LLC and possible signature of resolution to amend the district's boundary. (Cunningham)
 - Chief Cunningham stated that annexation request has been signed by an authorized signer for Pilot Travel Centers, LLC. Clerk Carr asked if all 19 parcels are owned by Pilot. Chief Cunningham stated yes, some of the names are different because it was a recent purchase and the county's website has not been updated yet.
 - Chairman Knowles moved the Governing Board approve the boundary change from Pilot Travel Centers, LLC and approve the resolution. 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 stated that the issue with the garage doors, the fire department in Michigan had the same problem. They had an electrician raise the electronic eye above walking height so the blowers would not be on the whole time the door is open.
- Karon Lampkin stated that you will need more than 50% of the Santa Fe homeowners to agree to annexation. More than 50% of the owners are foreigners, they are investments. Mike Seville tried really hard and even took it to the legislature, which said they would not intervene.

8. ADJOURNMENT.

- Clerk Carr motioned to adjourn the meeting. Director Fox 2nd. All in favor, motion carried. Chairman Knowles adjourned the meeting at 8:24 a.m.

MINUTES prepared by: Mindy Kindelberger

Date: 01/16/2023

By: 

Board Clerk, Kayla Carr

Approved: 03/20/2023