



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, May 15, 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 March 20, 2023

B. Special Meeting Minutes of April 17, 2023

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

5. REPORTS AND CORRESPONDENCE.

A. March and April 2023 Operational Report. (Chief Cunningham)

- Chief Cunningham reported the call summary for March and April was 16 calls. During the days the district was not staffed we had 1 fire related call and 1 false alarm. Golden Valley Fire responded to both calls and Desert Hills Fire responded to one call. During our staffed days we had 4 EMS calls, 4 motor vehicle accidents, 5 service calls and 1 false alarm for a total of 14 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)*

- Volunteer Report

- Training for the volunteer will continue in the fall as some of our volunteers leave the area for the summer months. Bruce Tennant reports that he has some more applicants for volunteers.

- District Properties

- Chairman Knowles moved the conex box onto the concrete. We have some citizens using the parking lot as a drive through to the alley, this will block access. Also, when we start cleaning out the box we can put items on the concrete instead of in the dirt.
- The back flow device is leaking which will have to be repaired by a plumber.
- Chief asked Mindy to speak on the website issues. Mindy stated that our website hosting company has been bought out by a new company. When the transfer took place the domain was not redirected to the new hosting company. Currently we have yuccafire.com connected to

the website but not yuccafiredistrict.com. They are still working to link both domains. Please search for our website as yuccafire.com and that will take you to the correct site. If you search yuccafiredistrict.com it will take you to our website but no updates are posing. In December yuccafiredistrict.com will expire and we will not be renewing that domain.

- Equipment
 - Attack Unit 1315 has an engine light on for emission issues. Our mechanic knows about it and will be looking at it shortly. Could be something as simple as a gas cap that needs replacing.
 - At the April meeting I spoke of a fire engine for sale locally, I spoke to the owner he had already sold the vehicle.
- Other Issues
 - The Board of Supervisors voted against charging the fire districts an additional fee. This takes it off the table for this budget year, but it could come up again in future budget years. This would cost \$1.61 per parcel, that would be about \$6,500 per year.
 - The feasibility study will be started next month.

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 March and April 2023 financial reports.

(Administration)

- Comptroller Kindelberger stated the March and April income was \$54,574.65, expenses \$31,787.56. Bank balances ending April 30, 2023, warrant account \$224,807.34; payroll account \$12,383.23; retirement and pension account \$1,283.54. Total cash on hand \$238,474.11.
 - Clerk Carr motioned the Board approve the financial reports as presented. Director Fox 2nd. All in favor, motion carried.

B. Discussion and possible action regarding: Renewal of IGA with Golden Valley Fire District effective July 1, 2023 for a term of one year; approval of resolution regarding same. (Cunningham)

- Chief Cunningham informed the board that the increase is 34% for a total of \$51,409.10. This increase is mostly for the pay scale increase at Golden Valley Fire and cost of inflation, cost of doing business. This IGA will cease if we consolidate and those funds would be used for more staffing for Yucca Fire.
 - Chairman Knowles moved to approve the IGA with Golden Valley Fire District and resolution regarding the same. Director Fox 2nd. All in favor, motion carried.

C. Discussion and possible action regarding: Approve the tentative budget for fiscal year 2023/2024 and 2024/2025. (Cunningham)

- Chief Cunningham stated that staff has prepared two budgets for review, one at the current tax levy of 3.375% and one at 3.50%. We are asking the board to increase the tax levy to help fund our operations and staffing levels. At the 3.375% tax levy our increase would be \$13,632, at the 3.50% tax levy it would be \$22,611. The majority of our expenses are staffing costs, there is so little in operation costs that staffing is where we would have to cut expenses. We have been trying to get grant funds but with Yucca Fire history of defaults it has been tough. We will continue to apply for grants but this increase in taxes will go a long ways for Yucca Fire. Chairman Knowles stated that this is a .125% increase which is \$1.25 per \$1,000 assessed value per year. Most citizens will pay about \$10 more a year. We aren't getting enough to cover inflation. Clerk Carr asked about cost of staffing one day per month. Comptroller Kindelberger stated that one day times two firefighters times 12 months costs approximately \$10k per year. So this increase could add two more days a month. Chairman Knowles noted that adding one day could save a life and we should approve the increase. Director Fox agreed with Knowles. Clerk Carr asked if we approve the 3.5% tentative and the comments at the public hearing are against it, can we go back to the 3.375% budget. Chief Cunningham stated that the final approval is up to the board. But inflation is out pacing our income.

Clerk Carr asked how much of this increase was applied to staffing. Comptroller Kindelberger stated that out of the 22k, 15k was applied to staffing, that is equal to about 1 ½ days per month. Chairman Knowles stated that should put us at 17 days a month. Chief Cunningham added that the employees that work at Yucca are part time employees, they all have full time jobs. We are dependent on their availability, so the staffing levels are an average.

- Chairman Knowles motioned the Governing Board to approve the FY 2023/2024 and 2024/2025 tentative budget at the 3.5% tax levy. Director Fox 2nd. All in favor, motion carried.

D. Discussion and possible action regarding: Revisions to the pay scale set to be effective July 1, 2023. (Cunningham)

- Chief Cunningham stated that the new pay scale is reflected in the tentative budget just approved. The minimum wage is currently at \$13.85 and we had to increase our firefighter/EMT wages. This proposed pay scale will increase EMT to \$14.50 and Paramedic to \$17.00. This still falls below what other fire districts are paying but this is what Yucca Fire can afford.
 - Clerk Carr motioned the Governing Board to approve the pay scale effective July 1, 2023. Director Fox 2nd. All in favor, motion carried.

E. Discussion and possible action regarding: Establish posting location to be Station 1, 12349 S. Frontage Road, Yucca, AZ, remove website as official posting location. (Cunningham)

- Chief Cunningham stated that after the current issues with our website I reached out to the district's legal counsel. I was informed that posting to a website is not mandatory, it is mandatory to post at one physical location. Staff is asking that we have our official posting location be at Station one. We will continue to post to the website as a courtesy as we continue to do so at Station two. Chairman Knowles read A.R.S. §38-431.02, *'The District may post all public meeting notices on their website and shall give additional public notice as is reasonable and practicable as to all meetings. A technological problem or failure that either prevents the pasting of public notices on a website or that temporarily or permanently prevents the use of all or part of the website does not preclude the holding of the meeting for which the notice was posted if the public body complies with all other public notice requirements required by this section.'*

Chief Cunningham stated this will reduce our liability. Comptroller Kindelberger added that a lot of smaller districts don't even have websites.

- Clerk Carr moved the Governing Board to remove the website as a posting location and establish station one as our official posting location. Director Fox 2nd. All in favor, motion carried.

F. Discussion and possible action regarding: Set special meeting date for public hearing on budget. (Administration)

- Staff recommends Monday, June 19, 2023 at 8 am for the special meeting.
 - Clerk Carr motioned the Governing Board to set a special meeting on June 19, 2023 at 8 am for a public hearing on the budget. Director Fox 2nd. All in favor, motion carried.

G. Discussion and possible action regarding: Possible approval of Ratification Resolution No. 05-2023-02 ratifying certain Board actions taken at the special meeting on April 17, 2023. (Administration)

- Comptroller Kindelberger stated that there was an error on the Notice of Possible Ratification Action for item two. But, after the Chief's report regarding the fire engine, item two is a mute issue. So the board can ratify items one and three and staff will correct the resolution. Chairman Knowles read each item.

ITEM 1: Ratifying the vote to order a feasibility study for consolidation and Yucca Fire will pay half the cost. Chairman asked who is in agreement to ratify. Carr-agreed; Fox-agreed; Knowles-agreed.

ITEM 2: Ratifying the vote to direct the Fire Chief to order an inspection of the fire engine and give authority for the fire chief to purchase. The board members agreed to take no action on this item.

ITEM 3: Ratifying the vote to adjourn the meeting. Chairman asked who is in agreement to ratify. Carr-agreed; Fox-agreed; Knowles-agreed.

- Chairman Knowles motioned the Governing Board to approve the ratification resolution #05-2023-02 with exclusion of item two. Clerk Carr Fox 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.*

- None

8. ADJOURNMENT.

- Clerk Carr motioned to adjourn the meeting. Director Fox 2nd. All in favor, motion carried. Chairman Knowles adjourned the meeting at 8:33 a.m.

MINUTES prepared by: Mindy Kindelberger

Date: 05/15/2023

By: 
Board Clerk, Kayla Carr

Approved: 07/17/2023