

*Peoples Valley Fire District  
PO Box 936, Yarnell, AZ 85362  
17475 W. Burning Bush Drive, Peoples Valley, AZ 86332*

**BOARD OF DIRECTORS' MEETING MINUTES  
Regular Meeting Minutes from Wednesday, Feb. 19, 2020**

1. **CALL TO ORDER:** by Judy Garner at 6:00 PM.
2. **PLEDGE OF ALLEGIANCE:** led by Phil Lobeck
3. **ROLL CALL OF BOARD**  
Present: Craig Davis, Judy Garner, Phil Lobeck, David Schroedl, Nancy Tschikof  
Absent:  
Personnel: Shawn Bomar, Lew Theokas, Scott Mayer, Lori Bomar, Jane Meyers  
Other: Wayne Keller, Dick Meyers,
4. **APPROVAL OF MINUTES**
  - A. Regular Session of 1-15-20. Motion made by Phil Lobeck to approve the regular session minutes of 1-15-20, second by Dave Schroedl. Motion passed unanimous.
  - B. Special Session of 2-3-20. Motion to approve the special session minutes of 2-3-20, second by Nancy Tschikof. Motion passed 3-0-2. For Judy Garner, David Schroedl, Nancy Tschikof. Abstain Craig Davis, Phil Lobeck.
5. **CALL TO PUBLIC:** Lori Bomar announced that the school will have family math night on Feb. 20.
6. **REPORTS AND CORRESPONDENCE**
  - A. Fire Chief's Report
    - \* **Number of Calls:**
      - Calls for January - 12 EMS, 5 Mutual Aid EMS (Southern Yavapai)
      - Calls for February – 3 EMS, 1 Brush Fire
    - \* **Grants:**
      - Two open grants Nahikian Foundation and McMaster for 2 laptops and cases \$3000 each, will be putting in for Arizona Community Foundation Grant for \$5200 for Target Solutions, Dispatch, etc. and State Forestry Grant is still in process, a foundation fuels reduction grant, which is a matching grant for \$4620. State Forestry Grant will end in March.
    - \* **Personnel:** 16 regular personnel and 5 seasonal
    - \* **EMT:** still at 9
    - \* **Training:**
      - Onsite training to 2 – 4 hour Saturdays, no Tuesdays for the winter season, still doing Target Solutions 4 hours per month.
      - 7 of our Firemen will participate in the Wildland Academy, all scholarships. 1 class canceled.
      - 4 EMT's will need refresher course in September \$250 each.
      - Fuels reduction continues thru March. Feb. 22 slash piles will be burned as a training exercise.
      - Next CPR class is scheduled for March 23 9-3.
    - \* **Ross Status:** 8  
We are now in the Hassayampa Group. Four of our firefighters are recording hours in task books. When sufficient hours are completed they will become Firefighter 1.
    - \* **Apparatus/Equipment:** Engine 81 needs repairs/replacement of the monitor.
  - B. Financial Report: Reviewed January Financials, Jim made 2 corrections for the first set sent.
  - C. Correspondence received by the Board of Directors: None
  - D. Auxiliary Report: Lori Bomar read the report. Next meeting will be March 7 at the Fire Station at 9 am. The Country Hoe Down and BBQ will be March 28.

## 7. BUSINESS

- A. Discussion/possible action to approve the January 2020 Treasurer's Report.
- Motion made by Phil Lobeck to approve the January treasurer's report as submitted. Seconded by Craig Davis. Motion passed 4-1-0. For Judy Garner, Phil Lobeck, Dave Schroedl, Nancy Tschikof. Opposed Craig Davis.
- B. Discussion/possible action to approve Warrant Requests including stipend checks and regularly budgeted items.
- Motion made by Dave Schroedl to approve Warrant Requests including stipend checks and regularly budgeted items. Seconded by Craig Davis. Motion passed unanimous.
- C. Discussion/possible action – Purchase of new fire hose for \$14,100. Shawn discussed the efforts being made to improve the ISO rating. One of the requirements is to have sufficient large volume hose available. Hopefully after the next audit we will be at either a 4 or 5 for Peoples Valley and 8B for Ruger.
- D. Discussion/possible action – Attendees review of the AFDA Conference.
- Phil Lobeck reported that we will now need a 2 year budget per ARS 48-805.02.D2-3, reserve should be called contingency and should be a minimum of 5-15%. The law will be changed to require a separate cleaning area for uniforms and waste must be managed. It can be done at the scene. Fire Departments need to be careful not to plagiarize forms, bylaws, SOP's and SOG's – if you use any other departments document be sure to get written permission from the board – several departments are in law suits currently. Judy Garner reported on several law changes that are in progress – including record retention and a possible change requiring the department to pay for spousal housing for a year if a firefighter dies in the line of duty. Also the Keynote Speech was on the issue of firefighter stress and PTSD, we need to pay attention when stressful calls occur. We need to schedule a Fire Chief review. De minimus for stipends is 20% of the maximum of what an hourly person would make per call. The Clerk of the Board duties are to make sure the minutes are taken and available and retained per legal requirements, serve as chair in the absence of the chairman, and serve as a legal signer for the department – the clerk does not have to personally take the minutes – an individual should be contracted with to do so if no board member is willing to do so. We need to have signed contracts with all of the contract individuals. The HR policy should be included in the SOP's and should include a grievance policy. Procedures and agenda wording for emergency sessions were presented at the Governance session. The following should be resolutions rather than motions – Budget adoption, Board member appointments, Code adoptions, as well as any submittal to another agency. When an executive session is on the agenda, the individuals who are requested to attend in addition to board members should be listed.
- E. Discussion re: district boundaries. Shawn has received the sample letters and resolutions from Bill Whittington which he passed around for the board to review. He will meet with Don Glasgow from Maughan Ranches. After a land owner signs it will be presented to the board for review and approval.
- F. Discussion/possible action: Budget Committee. Committee will consist of board members Judy Garner, Dave Schroedl, and Phil Lobeck; operations staff Shawn Bomar and Scott Mayers; and community member Wayne Keller. The first meeting will be Wednesday, March 11 at 6 PM at the Fire Station.
- G. Discussion/possible action Water Resources along Hwy 89. We now have a memorandum of agreement with Hidden Springs for the dry hydrant to be placed there. Working with Maughan Ranches for the placement a 20,000 gal tank in the area of MountainAire, 10,000 gal tank near the propane tank facility by Sorrels Road, and a 10,000 gal tank at Granny Brand.
- H. Discussion re: Property Held for Sale
1. The tax lien was paid off per the meeting held Feb. 3, 2020. We paid \$18,752.24 and received a donation back from the lien holder of \$8,497.23. All parcels owned are now clear of liens.
  2. Shawn is putting a possible investor in contact with Linden Gareis in the hope that he may make an offer on the properties.

**8. POSSIBLE VOTE TO GO INTO EXECUTIVE SESSION - none**

A. Possible vote to go into executive session re: negotiations for possible sale of real property pursuant to A.R.S. § 38-431.03(A)(3). None

**9. BUSINESS**

I. Discussion/possible action re: presentation by realtor, possible disposition of real property – none

J. Discussion/possible action re: Open Meeting Law issues. - none

**CALL TO PUBLIC:** Scott Mayer updated the board on Weaver Mountain Health Initiative. Wickenburg Community Hospital will be one of the medical directors for all of the Weaver Mountain Departments. They will do training and provide on line medical resources. The on line medical will provide many benefits for the patients, including immediate transfer of information to the hospital when a patient is transported.

**10. FUTURE AGENDA ITEMS; UPCOMING MEETING DATE**

A. New Business Agenda Item Requests for next Regular, Workshop and Other Meeting  
Next Meeting is March 18, 2020 at 6:00 pm.

**11. ADJOURNMENT at 7:46 PM**