

*Peeples Valley Fire District*  
*PO Box 936, Yarnell, AZ 85362*  
*17275 W. Burning Bush Drive, Peeples Valley, AZ 86332*

**BOARD OF DIRECTORS' MEETING MINUTES**

Location of Meeting Held: Old Peeples Valley School  
18205 S. Highway 89, Peeples Valley, AZ

**Thursday, December 15, 2022, 3:00 PM**

1. **CALL TO ORDER:** The meeting was called to order by Phil Lobeck, **Clerk**, at 3:02 PM.
2. **PLEDGE OF ALLEGIANCE:** Judy Garner led the pledge.
3. **ROLL CALL OF BOARD:** Lindon Gareis, Phil Lobeck, Dave Schroedl, Neil Rifembark, Wayne Keller – all present
4. **ELECTION OF OFFICERS**
  - A. Chair - Motion made by Neil Rifembark for Lindon Gareis to fill the Chair position.
    - 2<sup>nd</sup> by Dave Schroedl
    - AYES: 5
    - NAYS:0
    - ABSTAIN: 0
    - Motion Carried
  - B. Clerk of the Board - Motion made by Neil Rifembark for Phil Lobeck to fill the Clerk of the Board position.
    - 2<sup>nd</sup> by Dave Schroedl
    - AYES: 5
    - NAYS:0
    - ABSTAIN: 0
    - Motion Carried
  - C. Treasurer - Motion made by Neil Rifembark for Dave Schroedl to fill Treasurer position.
    - 2<sup>nd</sup> by Phil Lobeck
    - AYES: 5
    - NAYS:0
    - ABSTAIN: 0
    - Motion Carried
5. **APPROVAL OF MINUTES:**
  - A. Regular Meeting Session 11-16-2022
    - Motion was made by Wayne Keller to approve the minutes from the 11-16-2022 Regular Board meeting.
    - 2<sup>nd</sup> by Phil Lobeck.
    - AYES: 5
    - NAYS:0
    - ABSTAIN: 0
    - Motion Carried
6. **CALL TO PUBLIC:** Members of the community in attendance: Judy Garner, Shawn Bomar, Lori Bomar, Ray Paiz, Lew Theokas, Alexander Larsen, Karl Kennedy, James Jacobs, Ann Palvert, and Charla Jordan.
7. **REPORTS AND CORRESPONDENCE**
  - A. Fire Chief's Report:  
Number of Calls:

Month	Mutual Aid	Medical	Fire Vegetation	Fire Structure	Public Assist	MVA*	Total
November	0	4	0	0	0	0	4
December	0	5	0	0	1	0	6

\*MVA – Motor Vehicle Accident

\*\*Numbers for the current month are up to the date of the Board Meeting.

❖ Grants:

- Continuing: Hazardous Fuels Reduction Grant HFI-21-307-completion end of January
- Continuing: HFI-22 – Model Creek 17 being signed
- Continuing: Title 2 Forestry Fee Grant
- Continuing: Partner Safer Grant W Southern Yavapai Fire, re-budgeted to cover training
- Awarded: Title III Forest Fee Wildfire Prevention Plans – education & removal of slash
- Applied for 10/07/22 USFDA Wildfire Defense Grant - CWPP

❖ Personnel/Training: Currently have 28 personnel (10 of which are EMTs). Online EMT training continues. Kim Lytle retired, and Gabriela Roman is new EMT, has completed & passed the NREMT exam. AWIMA – Ten students registered. Two staff members completed Heavy Equipment Boss Training.

❖ Fuels Reduction: Hand crews have 20 more days until completion, and the Mastication Machine has eight more days.

❖ IROC Status: 20

❖ OOD Assignments All Crews are back in District, one fire assignment, McKinley Nov 19-21st.

❖ Apparatus/Equipment: Bush 81 is in the shop until the end of the year.

❖ Wildfire mitigation: PVFD Firewise Community awarded Official Designation for the Buckhorn/Legacy Group, now a 501(C)(3) and can apply for certain Forestry Grants.

B. Report from District Strategic Plan Development Committee - Met three times, have established six goals, using a basic outline template for Core Values, Organizational Chart, Mission Statement, and Strategic Analysis. Will be adding Board names to Organizational Chart.

C. Financial Report: October and November financials have issues. Questions remain about the reports. Chief Bomar recommends not to approve.

D. Correspondence received by the Board: - None

E. Auxiliary Report: The Dec. 2nd meeting summarized: Meeting held Saturday, Dec. 2nd, 2022. A discussion was held on the Santa drive that will be on December 17th. The auxiliary members wrapped Christmas Angel packages for six families, stuffed stockings for the Model Creek School students, and filled goodie bags for the community. The next meeting is to be held on January 7th at the fire station at 9:00 AM.

## 8. BUSINESS

- A. Possible action to approve the October 2022 & November 2022 Treasurer's report.
- Neil Rifenbark & Lindon Gareis are to meet with Jim Serbin on December 22<sup>nd</sup> for an informal introduction as new Board members.

- Motion made by Neil Rifenbark to table approval of the October & November Treasurer's report until next month.
  - 2<sup>nd</sup> Phil Lobeck
  - AYES: 5
  - NAYS: 0
  - ABSTAIN: 0
  - Motion Carried
- B. Possible action to approve December Warrant Requests
- Motion made by Neil Rifenbark to approve November Warrant Requests.
  - 2<sup>nd</sup> Phil Lobeck.
  - AYES: 5
  - NAYS: 0
  - ABSTAIN: 0
  - Motion Carried
- C. Discussion/Review report from District Strategic Plan Development Committee - Core Values submitted by Chief Bomar to Board for review. If Board has no objections, Chief Bomar/Lori Bomar will start posting on the website. This is a fluid, working document, subject to change as needed. Will also post Organizational Chart with new Board members added.
- D. Discussion/possible action for requests proposed by the auditors.
- Starting Monday, December 12, 2022, completion of timecards went digital from paper. Chief will send an email to all Board Members by Tuesday, bi-weekly pay cycle, requiring a response by each Board member indicating that review (not approval) of attached documents has been completed. This response must be submitted back to the Chief no later than Wednesday morning to process payroll timely.
- E. Discussion for Station Building at Ruger Ranch. Still at Ruger Engineering. Ruger Ranch Board to decide if they are able to contribute.
- F. Discussion/possible action board members attending AFDA in January 2023.
- Conference dates are January 11<sup>th</sup> – 13<sup>th</sup> 2023 in Laughlin, Nevada.
  - Judy Garner, former Chair, highly recommends new Board members to attend.
  - Neil Rifenbark, Lindon Gareis & Dave Schroedl will attend
  - Members and Chief Bomar will meet with Daisy Mountain Chief for an informal discussion.
  - Board members are to keep conference-related receipts for reimbursement.
  - Motion made by Phil Lobeck to approve three Board members to attend the conference.
  - 2<sup>nd</sup> Wayne Keller.
  - AYES: 5
  - NAYS: 0
  - ABSTAIN: 0
  - Motion Carried

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

- A. New Business Agenda Item Requests for the next Regular, Workshop, and Other Meetings.
- a. Discussion/possible action to approve the October, November, and December 2022 Treasurer's Reports
  - b. Discussion/possible action to approve January Warrant Requests

- c. Discussion/possible action Station Building at Ruger Ranch
  - d. Discussion/possible action to request meetings with the Accountant & auditors
  - e. Discussion/possible action to add check signors.
- B. The next Regular Board Meeting is scheduled for Thursday, 01-19-2023, at 3:00 PM at Old Peoples Valley School.
- 10. ADJOURNMENT:** Lindon Gareis adjourned the meeting at 5:02 PM.

**Respectfully Submitted by:** Charla Jordan, Scribe