

**BOARD OF DIRECTORS' MEETING MINUTES  
Regular Meeting Minutes from Wednesday, February 16, 2022**

1. **CALL TO ORDER:** The meeting was called to order by **Judy Garner, Chairman**, at 4:00 PM.
2. **PLEDGE OF ALLEGIANCE:** The pledge was led by **Jamie Lagacy**.
3. **ROLL CALL OF BOARD:** x **Judy Garner**, x **Wayne Keller**, x **Phil Lobeck**, x **Dave Schroedl**, x **Nancy Tschikof**

**4. APPROVAL OF MINUTES**

A. Minutes of the Regular Session of 12-15-2021.

A motion was made by **Phil Lobeck** to approve the minutes from the 12-15-2021 board meeting with the modification of deleting the word **FORMALLY** on page 3 Section 7 C.

**Seconded:** **Dave Schroedl**

**Ayes:** x **Judy Garner**, x **Wayne Keller**, x **Phil Lobeck**, x **Dave Schroedl**, x **Nancy Tschilok**

**Nays:** 0

**Abstain:** 0

Minutes of the Regular Session of 1-19-2022.

A motion was made by **Wayne Keller** to approve the minutes from the 1-19-2022 board meeting.

**Seconded:** **Phil Lobeck**

**Ayes:** x **Judy Garner**, x **Wayne Keller**, x **Phil Lobeck**, x **Dave Schroedl**

**Nays:** 0

**Abstain:** x **Nancy Tschilok**

5. **CALL TO PUBLIC:** Members of the community in attendance: **Lori Bomar, Shawn Bomar, Ray Paiz, Jamie Lagacy, Jane Meyers, Lew Theokas, Neil Rifenbark, and Charla Jordan**. **Ray Paiz** presented homeowners on **Buckhorn** have selected a Board of Directors and have applied for 5013C status. Expecting a start date on the road: February 28<sup>th</sup>.

**6. REPORTS AND CORRESPONDENCE**

A. Fire Chief's Report:

❖ Number of Calls:

Month	Number of EMS Calls	Number of Fire Calls	Number of MVA* Calls	Structure	Public Assist
January	14	1	0	0	0
February	4	1	0	0	0

\*MVA - Motor Vehicle Accident

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

❖ Grants:

- Continuing Safer Grant with Southern Yavapai Fire.

- Continuing Title III Grant for communications needs.
- Continuing Hazardous Fuels Reduction Grant HFI-21-307. Note: the department is meeting production results to keep the grant. Controlled burns notices are posted in advance on the website and may go on Facebook in the future.
- Applied for Homeland Security Grant, \$569,997.00. The award of this grant will pay for the installation of (3) backup power generators at Station 82, Model Creek School, and Model Creek School fire pump station.
- ❖ Personnel/Training: Currently have 24 personnel (11 of which are EMTs). No change in training: 10 hours of on-site and 4 hours of online training. February 26<sup>th</sup> will be the annual HWRG RT130 course. This will be taught by Battalion Chief Hernandez at the Model Creek School campus.
- ❖ Irwin Status: 12 are available.
- ❖ Apparatus/Equipment: Tender 81 and Supervisor Truck 81 are not in service. The newly acquired S 281 will be going into service before the end of February.
- ❖ Update on EMS: Lori Bomar provided on behalf of Captain Scott Mayer - All-day EMT procedural training was held on 2/5/2022. Lou Meyer noted 24-25 more posts have been set and surveys about new construction are being collected. There will be an EM Responder class led by Nathan ??, no date set yet, must have a minimum of 20 people. Online International Medical training coming for CPR & continuing education hours.

B. Financial Report: January financials were received by the board.

C. Correspondence received by the Board:

- ❖ Judy Garner received from Yavapai County, the District Limited Property Valuation notice. An increase of 5%, \$17,000 new property was added on assessment, 3.24 to 3.37 Levy increase on private property.

D. Auxiliary Report: **Jamie Lagacy** submitted minutes which are summarized below: The February meeting was held on February 5<sup>th</sup>, at 9 AM at Model Creek School. Present were; Lani Beyle, Lori Bomar, Julie Deaton, Kathy Fitzgerald, Judy Garner, Jim Kellmann, Jaime Lagacy, Jane Meyers, Karen Stafford, and Marcie Theokas. No new members or guests attended. Marcie Theokas was presented with a couple of gifts from the auxiliary members as thanks for her 11 years as President. Jaime Lagacy was officially voted in as President for the 2022 year. Marcie Theokas was voted in as Corresponding Secretary since Kelley Paiz is away. Vice President, Lori Bomar went over the new website under Peeplesvalleyfire.org. Lori's new email is 201@peeplesvalleyfire.org, and Chief Bomar's is 231@peeplesvalleyfire.org. Jane Meyers will be the official contact for the auxiliary email of auxiliary@peeplesvalleyfire.org. Corresponding Secretary: nothing at this time. Treasurer - Financials, Judy Garner was approved for the Thrivent donation. Will discuss at our March 5<sup>th</sup> Auxiliary meeting where the funds will go. Director at Large Pam Kellmann had nothing to report. No community awards from Fry's or Amazon Smile at this time. Also discussed was the upcoming scavenger hunt. Lani Beyle received \$60 in gift cards for prizes from Gilligan's. Judy Garner, Lori Bomar, and Marcie Theokas will be judges for this. Will continue all details on the Hoedown and trail ride at all future meetings until April. Our next meeting will be on March 5<sup>th</sup> at 9 AM at the fire station.

## 7. BUSINESS

- A. Discussion/possible action to approve the January 2022 Treasurer's report.
- Phil Lobeck made a motion to approve the January 2022 Treasurers Report.
  - **Seconded:** Wayne Keller
  - **Ayes:** x Judy Garner, x Wayne Keller, x Phil Lobeck, x Dave Schroedl, x NancyTschikof
  - **Nays:** 0
  - **Abstain:** 0
- B. Action to approve Warrant Requests including stipend and regularly budgeted items. 3 draw check paid in advance. Judy inquired about spending over budget of several line items, specifically Building Exterior and EMT Tools, also about a check written for \$1,270 - signage out of grant funds for S281 - New Expedition.
- Nancy Tschikof made a motion to approve the Warrant Requests.
  - **Seconded:** Phil Lobeck
  - **Ayes:** x Judy Garner, x Wayne Keller, x Phil Lobeck, x Dave Schroedl, x NancyTschikof
  - **Nays:** 0
  - **Abstain:** 0
- C. Discussion only - to approve Worker's Compensation Contract.
- Need department responsible party on contract for accountant. Judy will check with the accountant for proper verbiage.
- D. Discussion only - to approve Board Election Contract.
- Judy Garner indicated that Model Creek School has contacted their attorney and she would contact Bill Whittington for language and or signature. Lori Bomar indicated Model Creek school has their attorney working on language revision(s).
- E. Discussion only - action to change Bylaws to update Chairman duties to include being "the individual which the IRS will call the 'responsible party,' who controls, manages, or directs the applicant entity and the disposition of its funds and assets."
- Judy will check with the attorney on the language of "Chairman or member" is interchangeable in bylaws as IRS responsible party. And if the responsible party for W/C contract contact can be a Member.
- F. Discussion only - Policies update.
- Policies handed out to board members for review & possible updating, specifically Chief review and Warrant review.
- G. Discussion only - website update.
- Adding Controlled fire notice
  - Update change of time on the website for meetings from 4:00 to 5:00 pm
- H. Discussion only - actions for Station Building at Ruger Ranch.
- Community meeting scheduled March 26<sup>th</sup>, 2022.
- I. Discussion only - actions for Repeater Station at Ruger Ranch.
- Per Chief Bomar, APS will begin installation after County acknowledges there is "No need for a permit."

- J. Discussion/possible action to create a budget committee for FY2022-2023.
- Phil Lobeck made a motion to create a budget committee for FY2022-2023. Judy Garner nominated the following members to the Budget Committee: Wayne Keller to Chair, Dave Schroedl as Treasurer, Nancy Tschikof as a member, Chief Bomar, Chief Hernandez & Ray Paiz from PVFD, Neil Rifenbark from Ruger Ranch, and Charla Jordan from Peoples Valley. Committee to meet at 1:00 pm, March 9<sup>th</sup>, 2022 at PV fire station. Wayne Keller & Chief Bomar to post agenda for the budget meeting and Open to the Public.
  - **Seconded:** Judy Garner
  - **Ayes:** x Judy Garner, x Wayne Keller, x Phil Lobeck, x Dave Schroedl, x NancyTschikof
  - **Nays:** 0
  - **Abstain:** 0

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

A. New Business Agenda Item Requests for next Regular, Workshop, and Other Meetings.

- Discussion/possible action to approve February 2022 Treasurers Report.
- Discussion/possible action to approve Warrant Requests including stipend and regularly budgeted items.
- Discussion/possible action to approve Worker’s Compensation Contract.
- Discussion/possible action to approve Board Election Contract.
- Discussion/possible action to change Bylaws to update Chairman duties to include being “the individual which the IRS will call the ‘responsible party,’ who controls, manages, or directs the applicant entity andthe disposition of its funds and assets.”.
- Discussion/possible action to update Board Policies.
- Discussion/possible action to the website update.
- Discussion/possible actions for Station Building at Ruger Ranch.
- Discussion/possible actions for Repeater Station at Ruger Ranch.

B. The next Board meeting is scheduled for Wednesday, 3-16-2022, at 5:00 PM at Model Creek School.

**9. ADJOURNMENT:** Judy Garner adjourned the meeting at 5:48 PM.

Respectfully Submitted by: Charla Jordan, Scribe