

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
Wednesday, June 19, 2024, at 10:00 am

- 1. CALL TO ORDER:** Neil Rifenbark, the chairperson, called the meeting to order at 10:03 AM
- 2. PLEDGE OF ALLEGIANCE:** The pledge was led by Bella Vogel.
- 3. ROLL CALL OF BOARD:** Neil Rifenbark, Phil Lobeck, Wayne Keller, Scott Mayer, Gregg Carr
- 4. APPROVAL OF MINUTES:** Regular Session 05-15-2024
 - A motion must be amended at the next meeting to clarify the 7.B. Gregg Carr's name must be removed from all motions, as he was just voted in.
 - **Phil Lobeck** made a motion to amend the minutes at the July meeting.
 - **Seconded: Wayne Keller**
 - **Ayes: Wayne Keller, Neil Rifenbark, Phil Lobeck, Scott Mayer, Gregg Carr**
 - **Nays: 0**
 - **Abstain: 0**
- 5. CALL TO PUBLIC: none**

The community members in attendance were **Lori Bomar, Shawn Bomar, Ray Paiz, Kelley Paiz, Jacob Loaiza, Lew Theokas, Lindon Gareis, Sherry Gareis, Sue Dickerson, Wendy Quells, Britteny Dwigings, Bella Vogel, Lani Beyle, and Mike Beyle.**
- 6. Public Hearing for FY25 Budget**
 - **Phil Lobeck** made a motion to enter into a public hearing at 10:05.
 - **Seconded: Scott Mayer**
 - **Ayes: Wayne Keller, Neil Rifenbark, Phil Lobeck, Scott Mayer, Gregg Carr**
 - **Nays: 0**
 - **Abstain: 0**

Return to regular session at 10:07
- 7. REPORTS AND CORRESPONDENCE**
 - A. Fire Chief's Report

Good Morning, Peeples Valley Fire District Board of Directors.
As of June 1, 2024, the district has implemented Stage 1 Fire Restrictions. Please refer to the PVFD website for clarifications. May's call volume certainly showed an

increase in activity, partially due to the wildfire issues that arise this time of year. The staff, with their unwavering dedication, continues to increase their capabilities by participating in additional training provided by outside resources. Lastly, thank you again for your willingness to serve the community.

B. Duty Officers Reports: A, B, and C shifts

A Shift Report for April 2024: Duty Officer John Ross.

Responses

- Unknown Odor / Possible Propane Leak: Location: Tawny Ln

Unit Responded: S281

Description: A call reported an unknown odor, possibly a propane leak. Upon investigation by S281, no emergency was found, and the situation was resolved without incident.

- Mutual Aid - Structure Fire:

Location: Wilhoit

Units Responded: Tender 82

-Description: A-Shift was called in by C-Shift to assist with a structure fire in Wilhoit. Tender 82 provided water supply assistance.

2. Dispatch and Radio Communications:

- Computer Aided Dispatch (CAD) System:

The CAD system was reported down for approximately 24 hours. During this downtime, radio communications remained available and operational.

Radio Communications:

A separate event reported that radio communications with Alarm were also down for less than 24 hours, during which CAD was available.

Throughout May, there was a noticeable increase in sporadic communication issues with transmitting and receiving via radio.

3. Assistance from Supporting Agencies:

All assistance received from supporting agencies during May was not just prompt and professional but also a testament to our strong partnerships. This ensured efficient incident handling and contributed to the safety and well-being of the community.

4. Conclusion:

A-Shift effectively managed all incidents and challenges during May 2024.

Despite issues with CAD and radio communications, the team maintained high standards of performance and coordination. The collaborative efforts with supporting agencies were commendable and instrumental in successfully resolving incidents.

B Shift Report for April 2024: Duty Officer Jacob Loaiza.

Responses

Sick Person

Response to the scene was prompt, care was thorough, and Life Line Ambulance responded rapidly. LLA had posted an ALS unit in the area. Our crews worked

together efficiently to provide care. Ultimately, the patient was within their rights to decline transport to a hospital and elected to travel POV.

Mutual Aid/DFFM US93

An MVA became a brush fire incident. At this point, DFFM requested that both Tender 81 and Brush 81 respond for the wildland component.

Lockout

In a non-patient incident, the crew was able to help a community member quickly regain access to their vehicle.

Psychiatric

The incident was a cooperative response between an ALS Life Line unit and YCSO. Once YCSO declared the scene safe to approach, the patient declined to be assessed by crews and became uncooperative. YCSO released crews from the scene without any incident.

Engine Ops Program

Rescue 81 continues to gain more capability as equipment is added. Currently, it is ready to support Engine 81 by bringing water to an incident and can now supply water from a hydrant with a newly added supply hose.

Supply Program

There have been no significant changes. We have our new nozzles on Engine 81, but we await new hoses for both the Engine and Rescue 81, as our current hose has reached the end of its service life. Once the shipment arrives, Rescue 81 will also be able to engage in fire suppression. This is a huge enhancement to our capabilities.

Operations Training

This month's training included "Picture Day" for all staff. Pictures will soon appear on the Department website and be included in the department history book. The training day also included Engine company training. Members refreshed on hydrant supply skills. The all-hands training scenario was at the Model Creek School, and members drilled on the Pre-Plan tactics for that building.

Finally, you have undoubtedly seen many new faces in the dept. Reserves are coming in from all over the area. Two of our new reserves are active Life Line employees. This speaks volumes about the Peoples Valley crews' rapport with Life Line crews. Let's continue to show LLA crews our gratitude and support for assisting us in serving the community.

C Shift Report for April 2024: Duty Officer Britteny Dwiggin.

Responses

Three calls for mutual aid, one structure fire, one fire being canceled en route, 1 MVA

Two smoke checks

Two illegal burns

One MVA-vehicle vs deer

One injury

One sick person

One fall (Chief covering C shift)

One roadside fire (Chief/Dwiggins covering A shift)

In the last month, our district has seen an increase in call volume. We have been actively engaging with the public and community, and we are deeply grateful for their active participation in fire prevention. They have been receptive to our education on fire restrictions, actively helping to mitigate the risks of starting fires. Lifeline Ambulance continues to serve our community. In a recent meeting, lifeline supervisors shared encouraging statistics. I am thrilled to report that with a unit now posted locally between Yarnell and Peoples Valley, the response time for an ambulance unit has been halved! This significant improvement means that people needing further care are receiving it much faster, as we can transport them to a treatment facility more quickly.

Medical direction has once again increased skill capabilities for our EMS staff; over the next few weeks, we will start integrating these skills into everyday practice.

Four probationary EMTs will rotate shifts during their new-hire training over the next few months. During this time, they must learn protocols, procedures, and equipment and undergo skills evaluations.

C. Fire Prevention and Safety Officer's Report

Continued preparing discussion on Fire Code adoption presentation for Board Meeting, interacting with Daisy Mountain Fire and SFM Office.

Continued contact with Yavapai County Code Enforcement and Planning and Land Use Department to update on local activities and schedule programs and inspections.

Initiated and maintained Social Media Fire Weather Warnings due to the arrival of critical fire conditions and developed a Public Safety Announcement Video to inform the public of our current fire restrictions and fire prevention efforts.

Completed two Investigations for Cause and Origin of roadside fire on Hwy 89 and illegal burning in the John Frye neighborhood.

Completed and distributed a PSA Informing the public of our fire restrictions
We developed our first Preliminary Fire Investigation Report form to document the Cause and Origin of all Fires in the District per IFC requirements, and it was distributed and implemented for use by all staff.

D. Report from District Strategic Plan Development Committee

Completed Priority #3. Personnel and Succession Planning. Accepted Job Descriptions for all District fire service ranks, referred to the Board, and recommended approval.

Facilities Development Goals and Objectives

Prepped for discussions on Priority #4, Staffing, by providing documents related to Standards for Organization and Deployment of Suppression Operations
Working to establish Job Description and Duty Statement

Contacted Yavapai County Code Enforcement and Planning and Land Use Departments to begin the development of a unified enforcement and community improvement plan. They interacted with Planning and Land Use reference potential development and Developer issues. Conducted a tour of the part of the District with Code staff for a review of the district and immediate need items. They agreed to follow up and meet regularly.

Research and development of the Fire Code adoption process began.

Began recruitment for the development of the Elementary School Mini-Muster program.

Initiated contact with the Arizona State Fire Marshal Cassie Peters, Arizona DFFM, to discuss the implementation of the International Fire Code and International Urban Wildland Interface Code.

Temporarily enacted fire restrictions in the district due to elevated fire danger in the region.

Held phone conference with Development Director Jeremy Dye, Assistant Director Mark Lusson, and Chief Building Official Warren Colvin to determine the Fire Code Line of Authority for our Fire District and develop a cooperative interface with County Agencies.

E. Report from Weaver Mountains Firewise Committee Coordinators

Continued outreach to Yarnell communities to create Firewise® Communities in that area.

In coordination with Peoples Valley Fire Auxiliary, we represented our organizations while attending the Dewey Humboldt Firewise® event, where we interacted with several hundred attendees. Also in attendance was one of our Model School students, whose artistic talents were displayed as she won their art contest and received a \$100 prize from her teacher.

Completed storage improvements on Logistics Trailer 81, adding shelving and organizing

F. Correspondence received by the Board of Directors: none

G. Auxiliary Report: **Report to the Board 5.15.24**

Our June meeting was held on Saturday, June 1, 2024, at the Historic School.

With the purchase of QuickBooks online, our newly elected Treasurer, Angie Weishaar, has moved our financials onto the new platform. In the future, monthly reports to the Membership will be posted on our Auxiliary page of the peeplesvalleyfire.org website, along with our agendas and minutes.

Initial feedback on our “Donate” button and QR code on the website indicates it’s a hit! It’s easy to find and use and provides an immediate receipt email for tax reporting needs.

Committee updates include the following:

- 1. Community & Membership Outreach:** We look forward to partnering with the Yarnell Fire Auxiliary to support the June 30th Yarnell Hill Memorial event. Setup starts at 3 PM, and the program begins at 4 PM. Cookies, lemonade, and water will be served.

Work continues on our Peeples Valley Fire History Book, Volume 2. This volume will highlight the hard work and dedication of the Fire District over the last five years as a complement to Volume 1, published in 2019. Our editors, led by Jane Meyers, are busy pulling together pictures and details covering these last five years, and we hope to go to print in the next few months. To help offset upfront printing costs, we are seeking donations. Please see an Auxiliary member or visit our “Donate” button on the website if you would like to support us in this effort. I appreciate your consideration in documenting the fantastic work of this district!

- 2. Events:** Please mark your calendars for our **Weaver Mountain Festival, which will be held at Model Creek School on Saturday, August 24, from 9 AM to 2 PM. We’ll have food, fun, and vendors, and we’ll focus on gathering donations for our Back to School supply drive and our Christmas Elf program.** Watch for more details in the coming months!

Thank our Fire Crew Training Lunch group for providing lunches this past Saturday. Chris, Lanie, Marcie, and the team, we appreciate you!

- 3. Grants & Funding Committee:**

The Grants Committee is currently pursuing funding opportunities with HFI (Fuels mitigation for Peeples Valley and potentially Ruger Ranch), MacArthur Foundation (Regional Multi-Agency, Multi-Use Integrated Cooperative Fire Protection System), and the Arizona Diamondbacks (Weaver Mountains Elementary School Fire Prevention “Mini-Muster” Program).

- 4. Weaver Mountains Region Facility & Property Committee:**

The group met last Friday with the news that the cattle guards are in place, and fencing is due for completion this week. The Committee has organized into the following subcommittees to support our land and facility development efforts further:

- Building Infrastructure & Construction
- Building & Land Management
- Community & Public Relations
- Funding & Grants

Meeting notices, agendas, and minutes can be found on the website through the Auxiliary page.

Our next meeting will occur on Saturday, July 6th, at 9 AM at the Historic School.

Submitted by Karen Stafford, PVFD Auxiliary President, to Lori Bomar for presentation to the Board on 6.19.24.

8. BUSINESS

- A. Discussion/possible action to approve the May 2024 Financial Report presented by

The James Vincent Group.

- **Wayne Keller** made a motion to approve the May 2024 Financial Report presented by The James Vincent Group.
- **Seconded: Scott Mayer**
- **Ayes: Wayne Keller, Neil Rifenbark, Phil Lobeck, Scott Mayer, Gregg Carr**
- **Nays: 0**
- **Abstain: 0**

B. Discussion/possible action to approve June Warrant Requests.

- **Phil Lobeck** made a motion to approve June Warrant Requests.
- **Seconded: Gregg Carr**
- **Ayes: Wayne Keller, Neil Rifenbark, Phil Lobeck, Scott Mayer, Gregg Carr**
- **Nays: 0**
- **Abstain: Gregg Carr – did not have documents.**

C. Discussion/possible action to approve the FY25 budget.

- **Neil Rifenbark** made a motion to approve the FY25 budget.
- **Seconded: Wayne Keller**
- **Ayes: Wayne Keller, Neil Rifenbark, Phil Lobeck, Scott Mayer, Gregg Carr**
- **Nays: 0**
- **Abstain: 0**

D. Discussion/possible action to approve the sale of Station 81.

Investigation of the concept of sale

Preliminary title search, Deed restrictions and CC&Rs

County zoning

Talk to other brokers

By-laws, requirements for public notice

- **Neil Rifenbark** made a motion to approve the concept of the sale of Station 81.
- **Seconded: Scott Mayer**
- **Ayes: Wayne Keller, Neil Rifenbark, Phil Lobeck, Scott Mayer, Gregg Carr**
- **Nays: 0**
- **Abstain: 0**

E. Discussion on the International Fire Code.

9. FUTURE AGENDA ITEMS

A. New Business Agenda Item Requests for the next regular meeting, workshops, and other meetings. Minutes from 05-15-2024: 7.B., Station 81 sale updates, discussion on International Fire Code

B. Upcoming Meeting Date: Next Regular Session – July 17, 2024, at 10:00 AM.

10. ADJOURNMENT by Neil Rifenbark at 11:18 AM