

YARNELL FIRE DISTRICT
FIRE BOARD MINUTES

August 25, 2025

1. CALL TO ORDER:

Chair Arlon Rice called the meeting to order at 10:06 AM.

2. Pledge of Allegiance and Roll Call of Board Members:

Present were Chair Arlon Rice, Treasurer Richard Mayer, Secretary Nina Bour-Beau, Members at Large: Denise Manone, and Chief Shearer.

Excused Absent: John Sutherland

B: REPORTS and CORRESPONDENCE: none from chairman and sec'y.

If Arlon can't serve properly he will step down. Arlon had a grand mal seizure the weekend before the board meeting of Aug 18, 2025. The board meeting was changed to Aug 25, 2025. If Arlon can't serve properly, he will step down from the board. and feels good right now.

Captain John came to their house and talked with Stanley when Arlon was in the hospital and let Stan know what could happen. This was much appreciated by both Arlon and Stan. Richard stated he could temporarily take the presidency of the board if needed.

Nina had papers that all signed for the treasurer office.

APPROVAL OF DRAFT MINUTES:

Richard motioned to approve the draft minutes of July 21, 2025, second by Denise. Motion carried by all.

2) C: Treasurer's Report

General Fund:	\$2,088.17, \$149.92 FDAT
Capital:	\$126,251.70
Donations & Grants:	\$7,620.05
Pension:	\$27,098.86
Shuttle:	\$6,927.92
Training:	\$26,518.16
Wildland Fire	\$32,037.72

Nina motioned to approve the Treasurer's Report, second by Arlon. Motion carried by all.

TRANSFER LOG

DATE	AMOUNT	SHUTTLE	REASON
7/25/2025	\$3,041.53	FROM SHUTTLE TO GENERAL	BILLS & PAYROLL
7/30/2025	\$0.00	NO TRANSFER-TAXES COVERED	NO TRANSFER-TAXES COVERED
8/6/2025	\$11,670.94	FROM WILDLAND FIRE TO GENERAL	BILLS & WILDLAND PAYROLL
8/6/2025	\$5,586.06	FROM DONATIONS & GRANTS TO GENERAL	BILLS & WILDLAND PAYROLL
8/6/2025	\$5,000.00	FROM CAPITAL RESERVE TO GENERAL	BILLS & WILDLAND PAYROLL
8/6/2025	\$2,500.00	FROM WILDLAND FIRE TO GENERAL	BILLS & WILDLAND PAYROLL
8/13/2025	\$2,088.17	FROM CAPITAL RESERVE TO GENERAL	BILLS & PAYROLL
8/13/2025	\$6,362.49	FROM CAPITAL RESERVE TO GENERAL	Bills&PAYROLL

Denise motioned to approve transfer log as reported. Second by Arlon. Motion carried by all.

D: Chiefs Report:

Captain John Rice is continually updating the EMS procedures? And training for personnel. Monthly training with Wickenburg Hospital and Lifeline Ambulance. Tom Blessin, Elise Achey and Caden Smith on the Dragon Bravo Fire for almost 30 days.

Mikaela Palm and Sharon Smith were back from the fires they served on.

Training EMS skill training with Wickenburg Hospital.

Target Solutions still doing, next month Caden Chief & Brittany will start with the cadets.

FEMA Grants on hold.

Chief caught up on Fire Billings, estimates 200,000 for this year for Wildland Fire.

On the Dragon Bravo Fire – state likes our tender.

Chief starting EMT class at end of September, when Wildland Fire season gets over.

Brittany Smith passed EMT class, Alex and Allen Hernandez still taking class, DPS officers have also signed up for the class.

Telehealth progressing as planned. We need to start charging them for use of building. Chief will ask them for their report.

13 total class: 7 EMS, 1 MVA, 1 Smoke Check, 1 Trail Rescue, 3 Welfare Checks

5. OLD BUSINESS: Policies & Procedures book done

Use today's date of 7/21 as revision date—policies & procedures update done and approved by the board. Nina has to fix pages and pass them out.

Final Budget: turned in to the County and approved. Richard motioned to approve final budget, second by Arlon. Motion carried by all.

Website is up: have to go to yarnellfireaz.org

Chief Eval – board needs to go through and make notes and give to Arlon by next meeting. Due to health issues of former secretary, some items are missing with the prior Chief Evaluation.

How the Chief deals with Station, people, believe the form was re-done in 2024 from 2015.

Eval for Chief and Captain to all employees, we will get copies for the board. When we have people out, short email to the board, Lisa-Marie can do.

John and Elise out for Laughlin next year, suggested that the board should also go.

Chief update on next one, evaluation form that is a valuable tool and put this on the next agenda.

Facilities – use 2 11a and 11b #14-take off the fax number usage, we don't have a fax anymore.

Performance Evaluation #15

Mileage tracking & reimbursement – we are still using form. hold #20 and check statutes

Policies and Procedures book finalized – Arlon motioned, second by Denise. Motion approved by all.

6. NEW BUSINESS:

Bookkeeper salary evaluation, per Chief put this off till next month. He needs to talk to her.

Snowflake auditor – same as last year, 2 to 3 years did our prior audits.

Richard motioned that BD Richards do our audit again this year, second by Arlon.

Engagement letter from Auditor – Arlon signed and Nina scanned and emailed to Auditor.

ADJOURNMENT

Meeting was adjourned by Arlon Rice at 11:02 am.

The next regular session will be held on September 15, 2025.

Respectfully submitted,

Nina M Bour-Beau, YFD Secretary