

NOTICE OF MEETING

The Fire Board of the Christopher-Kohl's Fire District will meet in regular session on **Monday, May 15, 2023**, at **3:30pm**. The meeting will be held at the **Christopher Creek Community Bible Church** at 1036 E. Christopher Creek Loop. The Board may vote to go into executive session on any agenda item, pursuant to A.R.S. § 38-431.03(A) upon a public majority vote of the members constituting a quorum. Board Members or other participants may attend by telephonic conference. The following topics and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

AGENDA

1. **CALL TO ORDER** (*Pledge of Allegiance*) Time: _____

2. **ROLL CALL**

A. Board Members

B. Department Members

3. **APPROVAL OF MINUTES**

A. Regular Meeting of April 17, 2023.

Motion: _____ *Second:* _____ *Vote Results:* _____ *Ayes:* _____ *Nays:* _____

4. **REPORTS & CORRESPONDENCE** (No Board action will be taken on correspondence items)

A. Financial Report

- The Financial Officer will review the status of all District bank accounts for April. Possible discussion and action on any Board concerns regarding specific invoices, checks, and/or Profit & Loss Statements.

Motion: _____ *Second:* _____ *Vote Results:* _____ *Ayes:* _____ *Nays:* _____

B. Chief's Report on Department activity for April.

- Old Engine 511 has been delivered to Larry Waltemeyer in the valley.
- Engine 521 passed its pump test at Velocity and is in service.
- Engine 531 will be going to the valley shortly for a pump test.
- After that new Engine 511 will also be pump tested.
- Budget workshops were hosted on May 10th and 13th.
- Update on Station 51 Retaining wall.
- Update on Steve McKinnon.
- Chief Lockhart received the battery powered extrication tool that he ordered from the Firehouse Subs Grant on April 21st and all documentation will be resubmitted to close out the project.
- The fit tester has arrived, and personnel were tested.
- Received a check from FRUSA in the amount of \$394.68.

C. Chairman's Report & District Correspondence

- The Chairman will report on the activities for the District in April.
- District correspondence will be acknowledged.

BUSINESS

(The public will be able to comment after the Board discusses any business item and before any vote)

1. Discussion and possible action up to and including passing the 2023-2024 FY Budget.

Motion: _____ **Second:** _____ **Vote Results:** _____ **Ayes:** _____ **Nays:** _____

Information on future Agenda Items. Items may be placed on the agenda for a future meeting or given to the Chief for action, further information, or review.

CALL TO THE PUBLIC

(No Board action will be taken on call to the public items)

5. **CALL TO THE PUBLIC:** Consideration and discussion of comments and complaints from the public. Those wishing to address the Fire District Board need not request permission in advance. ***Each speaker will be allowed three minutes, one time per meeting, to present their comments to the board.*** The Fire District Board is not permitted to discuss or take action on any item raised in the call to the public. However, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct that staff review the matter or that the matter be placed on a future agenda. The Fire District Board cannot discuss or take legal action on any issue raised during the Call to the Public due to restrictions of the Open Meeting Law.

6. ADJOURNMENT

Motion: _____ **Second:** _____ **Vote Results:** _____ **Ayes:** _____ **Nays:** _____

Time of adjournment: _____

If any disabled person needs any type of accommodation, please notify the Fire District (928) 478-4011 prior to the scheduled meeting time.

Agendas posted by

MINUTES OF THE REGULAR PUBLIC MEETING OF THE CHRISTOPHER KOHL'S FIRE DISTRICT GOVERNING BOARD.

A Regular Meeting of the Christopher Kohl's District Governing Board convened on Monday, April 17, 2023 at 3:30 pm at the Christopher Creek Community Bible Church.

Call to Order/Pledge of Allegiance

Call to order 3:30 pm, Monday, April 17, 2023 followed by The Pledge of Allegiance.

Roll Call

- A. Board Members Present: Chairman Ron Kotnik
Clerk Karen Thornton
Sergeant at Arms Doug Frenz
Financial Officer Joanie Price
Board Member Mark Hendrickson
- B. Department Members: Chief Bob Lockhart
Administrative Assistant Deanna White
Battalion Chief Rhett Connolly

The following matters were discussed, considered, and approved at the meeting:

BUSINESS

Approval of Minutes

A. The Board reviewed the regular meeting minutes of March 20, 2023. Ron Kotnik made a motion to approve the minutes of the March 20, 2023. Mark Hendrickson seconded the motion.

Vote Results:

Ayes: Ron Kotnik, Doug Frenz, Joanie Price, Karen Thornton, Mark Hendrickson.
Nays: None

Reports and Correspondence

A. Financial Officer's Report

A. Doug Frenz reviewed and read the status of all District bank accounts for March 2023. Ron Kotnik moved to approve the March 2023 Financial Reports. Karen Thornton seconded the motion.

Vote Results:

Ayes: Ron Kotnik, Doug Frenz, Joanie Price, Karen Thornton, Mark Hendrickson.
Nays: None

B. Chief's Report

Chief Lockhart discussed Department activity for March 2023. The list below highlights this month's Chief's Report (not in any particular order).

- Old Engine 511 had valves installed and is waiting for in house pump test and annual pump test in The Valley.
- Engine 521 was picked up on March 30th....all repairs were completed and it is running well.

- Update on Station 51 retaining wall....Waiting for county inspection. Original plans called for 12 inch footing but county is now requiring 18 inch footing.
- Chief Lockhart received the results on a Gaming Grant from the Tonto Apache Tribe and it has been denied....grant was given in whole to the police department.
- Chief Lockhart applied for a gaming grant from Gila River Indian Community for \$250,000 to replace the Type 6 Brush Truck....grant recipients will be announced in October.
- Steve McKinnon had a follow up appointment on April 5th, which resulted in an 8-week extension.
- CKFD received a \$1600 gas meter from a county grant...it is already in use.
- CKFD received a check from FRUSA in the amount of \$674.90.
- Chief Lockhart is still waiting on the battery powered extrication tool that he ordered from the Firehouse subs Grant...delivery date is still undetermined.
- Chief Lockhart is waiting on the fill station and fit tester that he ordered as part of the AFG Grant.
- Chief Lockhart will be off duty April 20-21.
- Chief Lockhart will schedule two budget workshops for the public. Dates to be announced.

C. Chairman’s Report & District Correspondence

Chairman, Ron Kotnik did not have anything to report.

BUSINESS

1. The Board may vote to go into executive session, pursuant to A.R. S. 38-431.03 (A)(4) upon a public majority vote of the members constituting a quorum. The purpose is for discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body’s position regarding pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation.

Doug Frenz moved that the Board go into executive session at 3:45. Mark Hendrickson seconded the motion.

Vote Results:

**Ayes: Ron Kotnik, Doug Frenz, Joanie Price, Karen Thornton, Mark Hendrickson.
Nays: None**

1. The Board may vote to reconvene the meeting after the conclusion of the executive meeting.

Karen Thornton moved to reconvene the meeting at 4:00. Ron Kotnik seconded the motion.

Vote Results:

**Ayes: Ron Kotnik, Doug Frenz, Joanie Price, Karen Thornton, Mark Hendrickson.
Nays: None**

2. Discussion and possible action regarding the 2023-2024 Budget.

Chief Lockhart reviewed the proposed 2023-2024 Budget line by line. Unfortunately, CKFD’s expenses have gone up just like everyone’s. Medical insurance, retirement, supplies, fuel, and all the things needed to keep the department running smoothly have all increased dramatically in price since our last budget. In order to meet these rising costs and provide the staff with a 5% salary increase, Chief Lockhart has a proposed a 2023-2024 tax levy rate of 3.50. Board members will study the budget during the coming month and this will be a future agenda item for the May

Board Meeting.

Future Agenda Items

1. Budget
2. Discussion of Carry Over Funds
3. Projection of wildland income for 2023-2024

Call to the Public

Jim Oliver requested that Carry Over Funds and projected wildland income be discussed at the May Board Meeting.

Adjournment

Ron Kotnik made a motion to adjourn the meeting. Joanie Price seconded the motion.

Vote Results:

Ayes: Ron Kotnik, Doug Frenz, Joanie Price, Karen Thornton, Mark Hendrickson.

Nays: None

The meeting was adjourned at 4:48 pm.

Approved by  on 5-15- 2023

**CHRISTOPHER KOHL'S FIRE DISTRICT
FINANCIAL OFFICER REPORT
April 2023**

Capital Account:

Beginning Balance:	264,112.96
Deposits:	.02 (Int)
Warrants Issued:	0
End Balance:	264,112.98
Register Balance	264,112.98__ (Outstanding \$0)

General Account:

Beginning Balance:	200,085.27
Deposits:	122,423.42 (See bank rec.)
Warrants Issued:	87,746.64
End Balance:	234,762.05
Register Balance	234,990.14__ (Outstanding +228.09)

Wells Fargo: Payroll

Beginning Balance:	76,160.82
Deposits:	62,223.83
Checks:	72,169.59
End Balance:	66,215.06
Register Balance	66,215.06__ (Outstanding -\$0)

Wells Fargo: Enterprise

Beginning Balance	368,930.39
Deposits	705.25 (See bank rec.)
Checks:	0
End Balance:	369,635.64
Register Balance	369,635.64__ (Outstanding \$0)

Total Register Balances = \$934,953.82 - Outstanding \$228.09 = Ending Balances of \$934,725.73

Approved as read at Board Meeting of MAY 15, 2023

Clerk/Financial Officer

Jamie Pini

CHRISTOPHER-KOHL'S FIRE DEPARTMENT
930 E CHRISTOPHER CREEK LOOP
PAYSON, AZ 85541
VOICE (928) 478-4011, FAX (928) 478-4453
FIRE CHIEF

INCIDENT REPORT FOR APRIL 2023

FIRES: **TOTAL FIRES 2**

WILDLAND	0	_____
STRUCTURE	1	_____
VEHICLE	0	_____
CAMPFIRE	0	_____
MUTUAL AID	0	_____
SPECIAL DUTY	0	_____
FALSE ALARM	0	_____
STILL ALARM	0	_____
CANCELLED EN RTE	1	_____

EMS: **TOTAL EMS 10**

REGULAR EMS	3	_____	2-ALS/1-BLS)
MVA/EMS	3	_____	
MUTUAL AID	0	_____	
FALSE ALARMS	0	_____	
WALK INS	1	_____	
SPECIAL DUTY	1	_____	
CANCELLED EN RTE	2	_____	

TOTAL INCIDENTS 12

COMMENTS **TOTAL TRAINING HOURS -103.75** **Target Hours -3.0**

Christopher Kohl's Fire District

Payson, AZ

This report was generated on 5/3/2023 12:21:30 PM



Classes Completed by Personnel

Passed/Failed: Both Passed and Failed | Training Code(s): All Training Codes | Class Category: All Categories | Personnel: All Personnel | Station: All Stations | Start Date: 04/01/2023 | End Date: 04/30/2023

Connolly, Rhett T

Class Date	Class Category	Class Name	Class Hours
04/03/2023 08:30:00	Engine & Tender Ops	Company - Shift apparatus pumping	0:30
04/03/2023 09:00:00	Basic Fire Fighting	Company - SCBA's (Shift check offs)	0:30
04/03/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
04/04/2023 15:00:00	Engine & Tender Ops	Company - Tender pump and roll operations	2:15
04/04/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
04/09/2023 08:30:00	Engine & Tender Ops	Company - Shift apparatus pumping	0:30
04/09/2023 09:00:00	Basic Fire Fighting	Company - SCBA's (Shift check off)	0:30
04/09/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
04/10/2023 09:00:00	EMS	Tranexamic Acid (TXA)	1:00
04/10/2023 10:00:00	EMS	Tourniquets	1:00
04/10/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
04/11/2023 08:30:00	Engine & Tender Ops	Company - Shift apparatus pumping	0:30
04/11/2023 09:00:00	Basic Fire Fighting	Company - SCBA's (Shift check off)	0:30
04/11/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
04/15/2023 08:30:00	Engine & Tender Ops	Company - Shift apparatus pumping	0:30
04/15/2023 09:00:00	Basic Fire Fighting	Company - SCBA's (Shift check off)	0:30
04/15/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
04/16/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
04/17/2023 08:30:00	Engine & Tender Ops	Company - Shift apparatus pumping	0:30
04/17/2023 09:00:00	Basic Fire Fighting	Company - SCBA's (Shift check off)	0:30
04/17/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
04/21/2023 08:00:00	Basic Fire Fighting	Fit testing	2:00
04/21/2023 08:30:00	Engine & Tender Ops	Company - Shift apparatus pumping	0:30
04/21/2023 09:00:00	Basic Fire Fighting	Company - SCBA's (Shift check off)	0:30
04/21/2023 09:00:00	Basic Fire Fighting	Company - Tools/ Extrication Equipment	2:00
04/21/2023 10:00:00	Basic Fire Fighting	extrication tools familiarization	2:00
04/21/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
04/22/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
04/23/2023 08:30:00	Engine & Tender Ops	Company - Shift apparatus pumping	0:30
04/23/2023 09:00:00	Basic Fire Fighting	Company - SCBA's (Shift check off)	0:30
04/26/2023 09:30:00	ALS/BLS Certs	Tape and Chart- Trauma/ Fractures	2:00
04/27/2023 08:30:00	Engine & Tender Ops	Company - Shift apparatus pumping	0:30
04/27/2023 09:00:00	Basic Fire Fighting	Company - SCBA's (Shift check off)	0:30
04/27/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
04/28/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
04/29/2023 08:30:00	Engine & Tender Ops	Company - Shift apparatus pumping	0:30
04/29/2023 09:00:00	Basic Fire Fighting	Company - SCBA's (Shift check off)	0:30

Only non-Archived Classes that have been Reviewed are included. This report lists the Classes completed for each person over the specified date range, optionally filtered by Personnel, Class Category, Training Code, and Passage or Failure. If "All Personnel" is selected, this report also includes non-agency Personnel. This report pulls training hours from the Training Code Hours field on the Info Page.



04/29/2023 10:00:00	Basic Fire Fighting	Fire extinguisher safety TS	1:00
04/29/2023 11:00:00	Prevention & Arson	fire prevention safety TS	1:00
04/29/2023 13:00:00	Basic Fire Fighting	NFPA 1001 fire hose TS	1:00
Total Classes			40
Total Class Hours			48:15

Lynch, Joe L

Class Date	Class Category	Class Name	Class Hours
04/05/2023 08:30:00	Engine & Tender Ops	Company - Shift apparatus pumping	0:30
04/05/2023 09:00:00	Basic Fire Fighting	Company- SCBA's (Shift checkoff)	0:30
04/15/2023 08:00:00	Wildland	Company - Pack Test/ Wildland	0:45
04/24/2023 13:00:00	Physical Fitness	Physical Fitness	0:30
04/29/2023 08:30:00	Engine & Tender Ops	Company - Shift apparatus pumping	0:30
04/29/2023 09:00:00	Basic Fire Fighting	Company - SCBA's (Shift check off)	0:30
04/29/2023 17:00:00	Physical Fitness	Physical Fitness	0:30
04/30/2023 19:00:00	Physical Fitness	Physical Fitness	0:30
Total Classes			8
Total Class Hours			4:15

White, Sterling

Class Date	Class Category	Class Name	Class Hours
04/03/2023 08:30:00	Engine & Tender Ops	Company - Shift apparatus pumping	0:30
04/03/2023 09:00:00	Basic Fire Fighting	Company - SCBA's (Shift check offs)	0:30
04/03/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
04/04/2023 08:00:00	Engine & Tender Ops	Wildland Tender Operations	1:00
04/04/2023 15:00:00	Engine & Tender Ops	Company - Tender pump and roll operations	2:15
04/04/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
04/06/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
04/09/2023 08:30:00	Engine & Tender Ops	Company - Shift apparatus pumping	0:30
04/09/2023 09:00:00	Basic Fire Fighting	Company - SCBA's (Shift check off)	0:30
04/09/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
04/10/2023 09:00:00	EMS	Tranexamic Acid (TXA)	1:00
04/10/2023 10:00:00	EMS	Tourniquets	1:00
04/10/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
04/11/2023 08:30:00	Engine & Tender Ops	Company - Shift apparatus pumping	0:30
04/11/2023 09:00:00	Basic Fire Fighting	Company - SCBA's (Shift check off)	0:30
04/11/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
04/15/2023 08:30:00	Engine & Tender Ops	Company - Shift apparatus pumping	0:30
04/15/2023 09:00:00	Basic Fire Fighting	Company - SCBA's (Shift check off)	0:30
04/15/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
04/16/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
04/17/2023 08:30:00	Engine & Tender Ops	Company - Shift apparatus pumping	0:30
04/17/2023 09:00:00	Basic Fire Fighting	Company - SCBA's (Shift check off)	0:30
04/17/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
04/21/2023 08:00:00	Basic Fire Fighting	Fit testing	2:00
04/21/2023 08:30:00	Engine & Tender Ops	Company - Shift apparatus pumping	0:30
04/21/2023 09:00:00	Basic Fire Fighting	Company - SCBA's (Shift check off)	0:30

Only non-Archived Classes that have been Reviewed are included. This report lists the Classes completed for each person over the specified date range, optionally filtered by Personnel, Class Category, Training Code, and Passage or Failure. If "All Personnel" is selected, this report also includes non-agency Personnel. This report pulls training hours from the Training Code Hours field on the Info Page.



04/21/2023 09:00:00	Basic Fire Fighting	Company - Tools/ Extrication Equipment	2:00
04/21/2023 10:00:00	Basic Fire Fighting	extrication tools familiarization	2:00
04/21/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
04/22/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
04/23/2023 08:30:00	Engine & Tender Ops	Company - Shift apparatus pumping	0:30
04/23/2023 09:00:00	Basic Fire Fighting	Company - SCBA's (Shift check off)	0:30
04/23/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
04/26/2023 09:30:00	ALS/BLS Certs	Tape and Chart- Trauma/ Fractures	2:00
04/27/2023 08:30:00	Engine & Tender Ops	Company - Shift apparatus pumping	0:30
04/27/2023 09:00:00	Basic Fire Fighting	Company - SCBA's (Shift check off)	0:30
04/27/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
04/28/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
04/30/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
Total Classes			39
Total Class Hours			51:15

Total Personnel:	3
Total Classes:	87

Only non-Archived Classes that have been Reviewed are included. This report lists the Classes completed for each person over the specified date range, optionally filtered by Personnel, Class Category, Training Code, and Passage or Failure. If "All Personnel" is selected, this report also includes non-agency Personnel. This report pulls training hours from the Training Code Hours field on the Info Page.



MILEAGE**4/30/2023**

<i>VEHICLE</i>	<i>BEGIN</i>	<i>END</i>	<i>TOTAL</i>
B5	162556	162886	330
E511	66114	66594	480
E516	71017	71018	1
E521	58866	58884	18
E526	48314	48342	28
E531	123244	<i>Out of Service</i>	<i>Out of Service</i>
WT511	16903	16955	52
WT512	<i>Out of Service</i>	<i>Out of Service</i>	<i>Out of Service</i>
WT531	1796	1796	0