

NOTICE OF MEETING

The Fire Board of the Christopher-Kohl's Fire District will meet in regular session on **Monday, September 19, 2022, at 3:30pm**. The meeting will be held at the **Fire Station 51 Community Room**. 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 August 29, 2022.

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 August. 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 August.

- Received a check from FRUSA for \$849.03
- Steve McKinnon and Joe Lynch attended AZ State Fire School on Sept. 8th through the 10th.
- Update on New Engine 511.
- Update on old Engine 531.
- Update on Station 51 remodeling.
- Retaining wall Request For Quotes (RFQ) was sent out on Sept 2nd.
- Firebelles hosted a pancake breakfast/bake sale on Sept 3rd. Great turnout! Thank you Firebelles!!! You all are amazing!!!!

C. Chairman's Report & District Correspondence

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

BUSINESS

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

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

1. The Board will go into Executive Session pursuant to A.R.S. § 38-431.03(A)4 for discussion or consultation with their attorneys (Barrett/Matura) regarding pending litigation.

A motion needs to be made to resume.

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, August 29, 2022 at 3:30 pm at the Fire Station 51 Community Room.

Call to Order/Pledge of Allegiance

Call to order 3:30 pm, Monday, August 29, 2022 followed by The Pledge of Allegiance.

Roll Call

A. Board Members Present: Chairman Ron Kotnik
Financial Officer Larry Hannum
Clerk Karen Thornton
Board Member Joanie Price
Sergeant at Arms Doug Frenz

Board Members Absent: None

B. Department Members: Chief Bob Lockhart
Administrative Assistant Deanna White
Captain Steve McKinnon
Engineer/Paramedic Jeffery Yungkans

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

BUSINESS

Approval of Minutes

A. The Board reviewed the regular meeting minutes of July 18, 2022. No Board discussion took place.

Ron Kotnik made a motion to approve the minutes of the July 18, 2022 meeting. Doug Frenz seconded the motion.

Vote Results:

Ayes: Ron Kotnik, Larry Hannum, Joanie Price, Doug Frenz, Karen Thornton

Nays: None

Reports and Correspondence

A. Financial Officer's Report

A. Financial Officer Larry Hannum reviewed and read the status of all District bank accounts for July 2022. No Board discussion took place.

Ron Kotnik moved to approve the July 2022 Financial Reports. Joanie Price seconded the motion.

Vote Results:

Ayes: Ron Kotnik, Larry Hannum, Joanie Price, Doug Frenz, Karen Thornton

Nays: None

B. Chief's Report

Chief Lockhart discussed Department activity for July 2022. The list below highlights this month's Chief's Report (not in any particular order).

- Received the signed contracts and checks from Mountain Meadows Ranch Bible Camp and

Tonto Creek Camp. Checks have been deposited.

- Update on New Engine 511...In service/ currently working on the foam system and installing headsets. Steve McKinnon reported that headsets are on backorder and should arrive at the end of October.
- Update on old Engine 531...In for repair. Should have a final report on status soon.
- Update on Shields/Petitti...Attorney, Jeffrey Matura will meet with The Board in Executive Session at our September 19 meeting.
- Received a check from FRUSA for \$394.68.
- Received a check for \$25,000 for well property.
- Deanna White returned from vacation on 8/20/22.
- PSPRS employee refund for Tier II employees. This refund is an internal correction by PSPRS and will not cost the district anything.
- Former Administrative Assistant, Linda Digman, passed away last week. The Board extends our condolences to the family.
- Specs have gone out for bids for the retaining wall replacement and associated projects. Bids are due on September 30.

C. Chairman's Report & District Correspondence

Chairman Ron Kotnik did not have any reports or correspondence.

BUSINESS

Item #1 Discussion and possible action regarding Christopher/Kohls Fire District Personnel Policies and Procedures Manual, "Policy 20.12 Fraternalization."

Doug Frenz suggested changes to Section V. Guidelines. Changes should include changing *he is* to *they are* in the second line of paragraph A and changing *he* to *the Chief* in the last line of paragraph B.

Karen Thornton moved to adopt "Policy 20.12 Fraternalization" with the designated changes. Ron Kotnik seconded the motion.

Vote Results:

Ayes: Ron Kotnik, Larry Hannum, Joanie Price, Doug Frenz, Karen Thornton

Nays: None

Item #2 Discussion and possible action regarding Christopher/Kohls Fire District Personnel Policies and Procedures Manual, "Policy 20.13 Attendance & Punctuality."

Chief Lockhart stated that this is not an issue with current staff. Ron Kotnik moved that the Board adopt "Policy 20.13 Attendance & Punctuality". Doug Frenz seconded the motion.

Vote Results:

Ayes: Ron Kotnik, Larry Hannum, Joanie Price, Doug Frenz, Karen Thornton

Nays: None

Future Agenda Items

1. Formal meeting with Attorney, Jeffrey Matura in Executive Session.
2. Discussion regarding specs and bids on the retaining wall replacement and associated projects.

Call to the Public

Karen Thornton mentioned the upcoming Firebelles Pancake Breakfast and Bake Sale on September 3 from 9:00 am to 10:30 am. Steve McKinnon pointed out that CKFD T shirts and hats would also be available.

Adjournment

Ron Kotnik made a motion to adjourn the meeting. Doug Frenz seconded the motion.

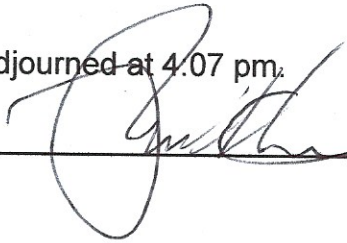
Vote Results:

Ayes: Ron Kotnik, Larry Hannum, Joanie Price, Doug Frenz, Karen Thornton

Nays: None

The meeting was adjourned at 4:07 pm.

Approved by _____

A handwritten signature in black ink, appearing to be "C. Smith", written over a horizontal line.

on _____

Sept. 19TH

2022

**CHRISTOPHER KOHL'S FIRE DISTRICT
FINANCIAL OFFICER REPORT
August 2022**

Capital Account:

Beginning Balance:	236,708.95
Deposits:	(Int \$25,436.84)
Warrants Issued:	0
End Balance:	262,145.79
Register Balance	262,145.79__ (Outstanding \$0)

General Account:

Beginning Balance:	177,492.92
Deposits:	571.55(See bank rec.)
Warrants Issued:	11,832.41
End Balance:	166,232.06
Register Balance	166,076.10__ (Outstanding -\$155.96)

Wells Fargo: Payroll

Beginning Balance:	32,409.84
Deposits:	60,000.46
Checks:	59,443.19
End Balance:	32,967.11
Register Balance	29,416.84__ (Outstanding -\$3,550.27)

Wells Fargo: Enterprise

Beginning Balance	344,303.28
Deposits	140,681.95 (See bank rec)
Checks:	60,000.00
End Balance:	424,985.23
Register Balance	424,985.23__ (Outstanding \$0)

Total Register Balances = \$882,623.96 + Outstanding \$3,706.23 = Ending Balances of \$886,330.19

Approved as read at Board Meeting of Monday Sept. 19, 2022, 2022

Clerk/Financial Officer Larry C. Hansen

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 August 2022

FIRES: **TOTAL FIRES 5**

WILDLAND	0	_____
STRUCTURE	1	_____
VEHICLE	0	_____
CAMPFIRE	0	_____
MUTUAL AID	0	_____
SPECIAL DUTY	3	_____
FALSE ALARM	0	_____
STILL ALARM	0	_____
CANCELLED EN RTE	1	_____

EMS: **TOTAL EMS 20**

REGULAR EMS	8	_____	7-ALS/1-BLS)
MVA/EMS	2	_____	
MUTUAL AID	0	_____	
FALSE ALARMS	0	_____	
WALK INS	2	_____	
SPECIAL DUTY	6	_____	
CANCELLED EN RTE	2	_____	

TOTAL INCIDENTS 25

COMMENTS **TOTAL TRAINING HOURS - 146.50** **Target Hours - 00.00**

Blue card - 66.25 Hours

Christopher Kohl's Fire District

Payson, AZ

This report was generated on 9/2/2022 10:12:31 AM



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: 08/01/2022 | End Date: 08/31/2022

Connolly, Rhett T

Class Date	Class Category	Class Name	Class Hours
08/02/2022 07:30:00	EMS	EMS - Cardiac Emergencies Basic	0:30
08/18/2022 08:30:00	Leadership/ICS	Company - Blue Card	7:45
08/19/2022 08:30:00	Leadership/ICS	Company - Blue Card	5:30
08/23/2022 11:00:00	Conferences	Other- PSPRS webinar	0:50
08/24/2022 16:00:00	EMS	Company EMS - CARESMDC Protocol Review	1:00
08/25/2022 11:00:00	Engine & Tender Ops	Company - Pumping and drafting	2:00
08/30/2022 12:00:00	Driver Operator	Company - Area Familiarization	1:00
08/31/2022 16:00:00	EMS	Company EMS - TXA medication protocol/ implementation	2:00
Total Classes			8
Total Class Hours			20:15

Hansen, Mark K

Class Date	Class Category	Class Name	Class Hours
08/02/2022 15:30:00	EMS	Company EMS - Protocol review and skills	1:00
08/03/2022 10:45:00	EMS	Company EMS - Drug profile and dose review	0:45
08/09/2022 12:30:00	Basic Fire Fighting	Company - Airbag refresher	1:00
08/09/2022 13:30:00	Basic Fire Fighting	Company - VEIS review	0:30
08/10/2022 07:45:00	Leadership/ICS	Company - Training log orientation	0:15
08/18/2022 08:30:00	Leadership/ICS	Company - Blue Card	7:45
08/19/2022 08:30:00	Leadership/ICS	Company - Blue Card	5:30
08/20/2022 09:30:00	MCS	Company - MCS: Horizontal Standpipe	3:00
08/21/2022 11:00:00	Basic Fire Fighting	Company - Walk through: fish hatchery	1:00
08/26/2022 11:00:00	Basic Fire Fighting	Company - SCBA breathing down	1:30
08/26/2022 14:30:00	EMS	Company EMS - Protocol review: Refusal	1:00
08/26/2022 16:15:00	Basic Fire Fighting	Company - PPE and SCBA inspection	0:30
08/27/2022 14:00:00	EMS	EMS - TXA training	1:00
Total Classes			13
Total Class Hours			24:45

Lockhart, Robert J

Class Date	Class Category	Class Name	Class Hours
08/23/2022 11:00:00	Conferences	Other- PSPRS webinar	0:50
08/24/2022 16:00:00	EMS	Company EMS - CARESMDC Protocol Review	1:00
Total Classes			2
Total Class Hours			1:50

Lynch, Joe L

Class Date	Class Category	Class Name	Class Hours
08/02/2022 15:30:00	EMS	Company EMS - Protocol review and skills	1:00

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.



08/03/2022 10:45:00	EMS	Company EMS - Drug profile and dose review	0:45
08/09/2022 12:30:00	Basic Fire Fighting	Company - Airbag refresher	1:00
08/09/2022 13:30:00	Basic Fire Fighting	Company - VEIS review	0:30
08/18/2022 08:30:00	Leadership/ICS	Company - Blue Card	7:45
08/19/2022 08:30:00	Leadership/ICS	Company - Blue Card	5:30
08/20/2022 09:30:00	MCS	Company - MCS: Horizontal Standpipe	3:00
08/21/2022 11:00:00	Basic Fire Fighting	Company - Walk through: fish hatchery	1:00
08/26/2022 11:00:00	Basic Fire Fighting	Company - SCBA breathing down	1:30
08/26/2022 14:30:00	EMS	Company EMS - Protocol review: Refusal	1:00
08/26/2022 16:15:00	Basic Fire Fighting	Company - PPE and SCBA inspection	0:30
Total Classes			11
Total Class Hours			23:30

McKinnon, Steve M

Class Date	Class Category	Class Name	Class Hours
08/05/2022 10:00:00	Engine & Tender Ops	Company - Drafting/Pumping	3:40
08/10/2022 07:45:00	Leadership/ICS	Company - Training log orientation	0:15
08/10/2022 18:30:00	Basic Fire Fighting	Company - Ventilation	1:00
08/17/2022 15:30:00	Wildland	Company - Bladder operations/repair	2:00
08/18/2022 08:30:00	Leadership/ICS	Company - Blue Card	7:45
08/19/2022 08:30:00	Leadership/ICS	Company - Blue Card	5:30
08/23/2022 11:00:00	Conferences	Other- PSPRS webinar	0:50
08/23/2022 15:00:00	Basic Fire Fighting	Company - Strategies and tactics, fire attack	2:00
08/24/2022 14:00:00	EMS	Company EMS - Protocol Review, Anaphylaxis & Hypoglycemia	2:00
08/28/2022 13:00:00	MCS	Company - MCS Horizontal standpipe	2:00
Total Classes			10
Total Class Hours			27:00

Minniss, Sean

Class Date	Class Category	Class Name	Class Hours
08/24/2022 14:00:00	EMS	Company EMS - Protocol Review, Anaphylaxis & Hypoglycemia	2:00
Total Classes			1
Total Class Hours			2:00

Ruiz, Mike

Class Date	Class Category	Class Name	Class Hours
08/10/2022 18:30:00	Basic Fire Fighting	Company - Ventilation	1:00
08/28/2022 11:30:00	EMS	EMS - TXA training	0:30
08/28/2022 13:00:00	MCS	Company - MCS Horizontal standpipe	2:00
Total Classes			3
Total Class Hours			3:30

Tutay, Jason R

Class Date	Class Category	Class Name	Class Hours
08/05/2022 10:00:00	Engine & Tender Ops	Company - Drafting/Pumping	3:45
08/23/2022 15:00:00	Basic Fire Fighting	Company - Strategies and tactics, fire attack	2:00
Total Classes			2
Total Class Hours			5:45

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.



White, Deanna L

Class Date	Class Category	Class Name	Class Hours
08/23/2022 11:00:00	Conferences	Other- PSPRS webinar	0:50
Total Classes			1
Total Class Hours			0:50

White, Sterling

Class Date	Class Category	Class Name	Class Hours
08/02/2022 07:30:00	EMS	EMS - Cardiac Emergencies Basic	0:30
08/02/2022 18:00:00	ALS/BLS Certs	ACLS and PALS refresher	16:00
08/17/2022 15:30:00	Wildland	Company - Bladder operations/repair	2:00
08/18/2022 08:30:00	Leadership/ICS	Company - Blue Card	7:45
08/19/2022 08:30:00	Leadership/ICS	Company - Blue Card	5:30
08/24/2022 16:00:00	EMS	Company EMS - CARESMDC Protocol Review	1:00
08/25/2022 11:00:00	Engine & Tender Ops	Company - Pumping and drafting	2:00
08/30/2022 12:00:00	Driver Operator	Company - Area Familiarization	1:00
08/31/2022 16:00:00	EMS	Company EMS - TXA medication protocol/ implementation	2:00
Total Classes			9
Total Class Hours			37:45

Total Personnel:	10
Total Classes:	60

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**8/1/2022**

<i>VEHICLE</i>	<i>BEGIN</i>	<i>END</i>	<i>TOTAL</i>
B5	159097	159752	655
New E511	63490	64097	607
E511	50626	50628	2
E516	70819	70823	4
E521	57346	57371	25
E526	48222	48234	12
E531	123244	<i>Out of Service</i>	<i>Out of Service</i>
WT511	16721	16757	36
WT512	<i>Out of Service</i>	<i>Out of Service</i>	<i>Out of Service</i>
WT531	1746	1757	11