

## NOTICE OF MEETING

The **Fire Board of the Christopher-Kohl's Fire District** will meet in regular session on **Monday, January 23, 2023, 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. **MOMENT OF SILENCE**

4. **APPROVAL OF MINUTES**

- A. Regular Meeting of December 19, 2022.

*Motion:* \_\_\_\_\_      *Second:* \_\_\_\_\_      *Vote Results:* \_\_\_\_\_      *Ayes:* \_\_\_\_\_      *Nays:* \_\_\_\_\_

5. **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 December. 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 December.

- Old Engine 511 waiting for valves to come in for repair.
- Update on Station 53 remodel.
- Update on Station 51 Retaining wall.
- New SCBA's from AFG Grant arrived on December 2<sup>nd</sup> and are currently being inventoried.
- Chief Lockhart is currently working with the Tonto Apache Tribe on a Gaming Grant.
- Structure fire on Columbine Rd on December 26<sup>th</sup>.
- Sean Minniss while working with HFD was working on the fire on Columbine on December 26<sup>th</sup> and was injured.
- Steve McKinnon had surgery on January 6<sup>th</sup>.

- Board members and staff attended the AFDA Winter Conference in Laughlin, NV Jan. 11<sup>th</sup> through Jan. 13<sup>th</sup>.
- Chief and staff working on current AFG grant that will be due February 10<sup>th</sup>.

C. Chairman's Report & District Correspondence

- The Chairman will report on the activities for the District in December.
- 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. 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.

*Motion:* \_\_\_\_\_      *Second:* \_\_\_\_\_      *Vote Results:* \_\_\_\_\_      *Ayes:* \_\_\_\_\_      *Nays:* \_\_\_\_\_

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

*Motion:* \_\_\_\_\_      *Second:* \_\_\_\_\_      *Vote Results:* \_\_\_\_\_      *Ayes:* \_\_\_\_\_      *Nays:* \_\_\_\_\_

3. Discussion and possible action by the Board to appoint a new board member to fill the vacant seat.

*Motion:* \_\_\_\_\_      *Second:* \_\_\_\_\_      *Vote Results:* \_\_\_\_\_      *Ayes:* \_\_\_\_\_      *Nays:* \_\_\_\_\_

4. Discussion and possible action by the Board to appoint a new Financial Officer to fill the vacant seat.

*Motion:* \_\_\_\_\_      *Second:* \_\_\_\_\_      *Vote Results:* \_\_\_\_\_      *Ayes:* \_\_\_\_\_      *Nays:* \_\_\_\_\_

5. Discussion and possible action to accept the Firehouse Subs Grant.

*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)

6. **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.

## 7. 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, December 19, 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, December 19, 2022 followed by The Pledge of Allegiance.

**Roll Call**

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

Board Members Absent Financial Officer Larry Hannum

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 November 21, 2022. Ron Kotnik made a motion to approve the minutes of the November 21, 2022. Doug Frenz seconded the motion.

**Vote Results:**

**Ayes: Ron Kotnik, Doug Frenz, Joanie Price, Karen Thornton**

**Nays: None**

**Reports and Correspondence**

**A. Financial Officer's Report**

A. Clerk Karen Thornton reviewed and read the status of all District bank accounts for November 2022. There was discussion of three checks that Gila County mistakenly debited from the General Account in October. That situation was reconciled by the county in our November statement. Karen Thornton moved to approve the November 2022 Financial Reports. Doug Frenz seconded the motion.

**Vote Results:**

**Ayes: Ron Kotnik, Doug Frenz, Joanie Price, Karen Thornton**

**Nays: None**

**B. Chief's Report**

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

- Kay Green was at CKFD to complete annual audit on Nov. 7 and 8...All went well and she will give a full report to The Board at our March meeting.
- Old Engine 511 waiting for valves to come in for repair.
- Update on Station 53 remodel...waiting for Gila County to approve their contribution.
- Update on Station 51 retaining wall...Work will start on Jan. 9 and should be completed in three weeks.
- CKFD Christmas Party at The Landmark on Dec. 2 was a success.
- All CKFD members along with HGFD, PSFD, and PFD attended a regional Hazmat refresher on November 28...This is minimum training for first responders to enable them to assess and evaluate possible Hazmat situations. CKFD was reimbursed for this training.
- New SCBA's from AFG Grant arrived on Dec. 2 and are currently being inventoried.
- Firebelles Christmas luncheon for CKFD at Kohls Ranch was very appreciated! Thank you Firebelles!!
- Upcoming AFDA Winter Conference in Laughlin, NV is January 11 – 13. As re-elected members, Doug Frenz and Ron Kotnik, must attend all mandatory classes. Other Board members may select from a variety of classes.
- Chief Lockhart is currently working with the Tonto Apache Tribe on a Gaming Grant...The application requests \$15,000 in equipment.
- Steve McKinnon had a doctor appointment on Nov. 30. He is scheduled to have surgery on January 6. He will be out until further notice...We wish Steve a successful surgery and a speedy recovery.
- CKFD received \$7831.38 from the Smart and Safe Arizona Fund.
- CKFD has been given responders to open gates at Hunter Creek.
- AFDA is pursuing a variety of legislative tax increase options after the failure of Proposition 310.
- Joanie Price requested that future incident reports include general neighborhood or mile marker information.

### **C. Chairman's Report & District Correspondence**

The Chairman had nothing to report.

## **BUSINESS**

### **1. Ron Kotnik and Doug Frenz to attest to reading the Open Meeting Law Book 24 hours prior to the meeting and sign the attestation.**

Re-elected members, Ron Kotnik and Doug Frenz, attested to reading the Open Meeting Law Book and signed the attestation.

### **2. Swearing in and signing the Oath of Office by Ron Kotnik and Doug Frenz.**

Chief Lockhart conducted a swearing in ceremony for Ron Kotnik and Doug Frenz. Following the ceremony both signed the Oath of Office.

### **3. Discussion and possible action by the Board as required by ARS 16-642 and 16-646. The members of the Board shall elect a Chairman, a Clerk, a Financial Officer, and a Sergeant at Arms. All terms to be for one year.**

Joanie Price moved that we maintain the status quo of officers:

Chairman, Ron Kotnik  
Clerk, Karen Thornton  
Financial Officer, Larry Hannum  
Sergeant at Arms, Doug Frenz

Ron Kotnik seconded the motion.

**Vote Results:**

**Ayes: Ron Kotnik, Doug Frenz, Joanie Price, Karen Thornton**

**Nays: None**

**4. Discussion and possible action on possibly selling old Engine 531 to a local resident for \$1000.**

Joanie Price asked if Engine 531 had been offered for sale on social media. Rhett Connolly replied that if had been offered on many sites, to local fire departments, and salvage yards. None of these sources demonstrated any interest in Engine 531. Jim Oliver mentioned that it is too big and not vintage enough to appeal to collectors. Ron Kotnik moved that we sell old Engine 531 to a local resident for \$1000. Joanie Price seconded the motion.

**Vote Results:**

**Ayes: Ron Kotnik, Doug Frenz, Joanie Price, Karen Thornton**

**Nays: None**

**Future Agenda Items**

1. Report on AFDA Conference.

**Call to the Public**

Mark Hendrickson asked if the county replaced the interest lost from three checks that Gila County mistakenly debited from the General Account in October. Deanna White replied that Gila County did replace the lost interest.

Mark Hendrickson asked about AFDA's proposed legislation and Chief Lockhart replied that it is still under discussion, and he will have more specific information in the future.

**Adjournment**

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

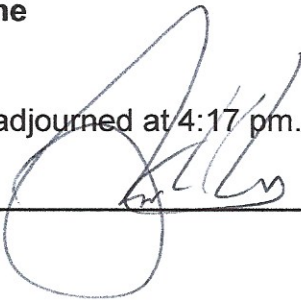
**Vote Results:**

**Ayes: Ron Kotnik, Doug Frenz, Joanie Price, Karen Thornton**

**Nays: None**

The meeting was adjourned at 4:17 pm.

Approved by \_\_\_\_\_



on JAN 23<sup>RD</sup> 2022

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

Capital Account:

Beginning Balance:	262,843.18
Deposits:	84.15(Int)
Warrants Issued:	0
End Balance:	262,927.33
Register Balance	262,927.33__ (Outstanding \$0)

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General Account:

Beginning Balance:	383,580.94
Deposits:	67,049.73 (See bank rec.)
Warrants Issued:	74,444.02
End Balance:	376,186.65
Register Balance	375,882.26__ (Outstanding -\$304.39)

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Wells Fargo: Payroll

Beginning Balance:	55,294.82
Deposits:	60,001.72
Checks:	65,326.89
End Balance:	49,969.65
Register Balance	46,042.79__ (Outstanding -\$3,926.86)

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Wells Fargo: Enterprise

Beginning Balance	367,681.77
Deposits	7,862.87(See bank rec.)
Checks:	0.00
End Balance:	375,544.64
Register Balance	375,544.64__ (Outstanding \$0)

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Total Register Balances = \$1,060,397.02 + Outstanding \$4,231.25 = Ending Balances of \$1,064,628.27

Approved as read at Board Meeting of JAN. 23, \_\_\_\_\_, 2023

Clerk/Financial Officer

*Jamie Prie*

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 December 2022

**FIRES:** **TOTAL FIRES 4**

WILDLAND	0	_____
STRUCTURE	2	_____
VEHICLE	1	_____
CAMPFIRE	0	_____
MUTUAL AID	0	_____
SPECIAL DUTY	1	_____
FALSE ALARM	0	_____
STILL ALARM	0	_____
CANCELLED EN RTE	0	_____

**EMS:** **TOTAL EMS 19**

REGULAR EMS	6	_____	3-ALS/3-BLS)
MVA/EMS	3	_____	
MUTUAL AID	2	_____	
FALSE ALARMS	0	_____	
WALK INS	1	_____	
SPECIAL DUTY	7	_____	
CANCELLED EN RTE	0	_____	

**TOTAL INCIDENTS 23**

**COMMENTS** **TOTAL TRAINING HOURS -112.00** **Target Hours -3.0**

**Blue Card - 35.00 Hours**





# Christopher Kohl's Fire District

Payson, AZ

This report was generated on 1/6/2023 9:04:50 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: 12/01/2022 | End Date: 12/31/2022

### Adkins, Dave

Class Date	Class Category	Class Name	Class Hours
12/26/2022 13:00:00	Basic Fire Fighting	Company - MCS 1&2	3:30
<b>Total Classes</b>			<b>1</b>
<b>Total Class Hours</b>			<b>3:30</b>

### Connolly, Rhett T

Class Date	Class Category	Class Name	Class Hours
12/04/2022 19:00:00	EMS	Company EMS - CARESMDC Protocol Review	1:00
12/16/2022 19:00:00	Physical Fitness	Company - Strength Training	1:30
12/17/2022 08:00:00	Basic Fire Fighting	Company - SBCA	0:30
12/19/2022 17:00:00	Physical Fitness	physical fitness	1:30
12/19/2022 19:00:00	OSHA	Target Solutions - Sexual Harassment TS	1:00
12/19/2022 20:00:00	EMS	CARES protocol review	1:00
12/20/2022 10:00:00	Communication/Documentation	ERS review	10:30
12/20/2022 16:00:00	Physical Fitness	physical fitness	1:30
12/22/2022 17:00:00	Basic Fire Fighting	PhysicalFitness	1:30
12/24/2022 10:00:00	OSHA	bloodborne pathogens TS	1:00
12/24/2022 14:00:00	OSHA	EMS hipaa awareness TS	1:00
12/26/2022 13:00:00	Basic Fire Fighting	Company - MCS 1&2	3:30
12/28/2022 14:45:00	Basic Fire Fighting	Company - SCBA's	2:00
12/28/2022 17:00:00	Physical Fitness	Company - Physical Agility	2:00
<b>Total Classes</b>			<b>14</b>
<b>Total Class Hours</b>			<b>29:30</b>

### Lockhart, Robert J

Class Date	Class Category	Class Name	Class Hours
12/26/2022 13:00:00	Basic Fire Fighting	Company - MCS 1&2	3:30
<b>Total Classes</b>			<b>1</b>
<b>Total Class Hours</b>			<b>3:30</b>

### Lynch, Joe L

Class Date	Class Category	Class Name	Class Hours
12/19/2022 08:00:00	Special Ops	BlueCard Hazmat	8:00
12/24/2022 08:30:00	Special Ops	BlueCard Hazmat	7:00
12/31/2022 10:00:00	Special Ops	Blue Card Hazmat	7:00
<b>Total Classes</b>			<b>3</b>
<b>Total Class Hours</b>			<b>22:00</b>

### Minniss, Sean

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.

Class Date	Class Category	Class Name	Class Hours
12/26/2022 13:00:00	Basic Fire Fighting	Company - MCS 1&2	3:30
<b>Total Classes</b>			<b>1</b>
<b>Total Class Hours</b>			<b>3:30</b>
<b>Tutay, Jason R</b>			
Class Date	Class Category	Class Name	Class Hours
12/21/2022 08:00:00	Basic Fire Fighting	Company - MCS 1	2:30
12/21/2022 17:00:00	Physical Fitness	Physical Fitness	2:00
12/27/2022 17:00:00	Physical Fitness	Physical Fitness	2:00
<b>Total Classes</b>			<b>3</b>
<b>Total Class Hours</b>			<b>6:30</b>
<b>White, Deanna L</b>			
Class Date	Class Category	Class Name	Class Hours
12/26/2022 13:00:00	Basic Fire Fighting	Company - MCS 1&2	3:30
<b>Total Classes</b>			<b>1</b>
<b>Total Class Hours</b>			<b>3:30</b>
<b>White, Sterling</b>			
Class Date	Class Category	Class Name	Class Hours
12/04/2022 19:00:00	EMS	Company EMS - CARESMDC Protocol Review	1:00
12/16/2022 19:00:00	Physical Fitness	Company - Strength Training	1:30
12/17/2022 08:00:00	Basic Fire Fighting	Company - SBCA	0:30
12/17/2022 09:00:00	Basic Fire Fighting	Company - Blue Card HAZMAT	2:00
12/20/2022 10:00:00	Communication/Documentation	ERS review	10:30
12/20/2022 10:00:00	Special Ops	blue card hazmat	6:00
12/20/2022 16:00:00	Physical Fitness	physical fitness	1:30
12/21/2022 08:00:00	Basic Fire Fighting	Company - MCS 1	2:30
12/21/2022 13:00:00	Special Ops	Blue Card- Hazmat/ Natural Gas	1:00
12/21/2022 17:00:00	Physical Fitness	Physical Fitness	2:00
12/22/2022 13:00:00	Basic Fire Fighting	Blue Card- Natural Gas Module	2:00
12/22/2022 17:00:00	Basic Fire Fighting	PhysicalFitness	1:30
12/23/2022 14:00:00	Basic Fire Fighting	Blue Card CO Module	2:00
12/26/2022 13:00:00	Basic Fire Fighting	Company - MCS 1&2	3:30
12/27/2022 17:00:00	Physical Fitness	Physical Fitness	2:00
12/28/2022 14:45:00	Basic Fire Fighting	Company - SCBA's	2:00
12/28/2022 17:00:00	Physical Fitness	Company - Physical Agility	2:00
<b>Total Classes</b>			<b>17</b>
<b>Total Class Hours</b>			<b>43:30</b>

<b>Total Personnel:</b>	<b>8</b>
<b>Total Classes:</b>	<b>41</b>

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****12/1/2022**

<i>VEHICLE</i>	<i>BEGIN</i>	<i>END</i>	<i>TOTAL</i>
B5	161316	161573	257
New E511	65542	<i>Out of Service</i>	<i>Out of Service</i>
E511	50648	<i>Out of Service</i>	<i>Out of Service</i>
E516	70911	70918	7
E521	57853	58377	524
E526	48266	48267	1
E531	123244	<i>Out of Service</i>	<i>Out of Service</i>
WT511	16856	16877	21
WT512	<i>Out of Service</i>	<i>Out of Service</i>	<i>Out of Service</i>
WT531	1784	1790	6