

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 Wednesday, February 22, 2017, at 3:00 pm at the Fire Station 51 Community Room.

Call to Order/Pledge of Allegiance

Call to order 3:07 pm, Wednesday, February 22, 2017, followed by the Pledge of Allegiance.

Roll Call

- A. Board Members Present: Chairman Deborah Dawson
Financial Officer Jeff Daniels
Clerk Tom James
Board Member Steve Sundra
Board Member Larry Hannum
- B. Department Members: Chief Bob Lockhart
Administrative Assistant Deanna White
Ben Perry, Rhett Connolly, John Digman

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

BUSINESS

Approval of Minutes

The Board reviewed the Minutes of the Regular Meeting of January 25, 2017. There were several changes discussed. Changes will be made and the Minutes will be placed on the March agenda.

Reports and Correspondence

A. Financial Officer's Report

Board member and Financial Officer Jeff Daniels reviewed the Financial Report for January. He recommended only a review of bank accounts take place rather than word for word reading. Brief discussion took place, and Chief Bob Lockhart said he would look into this and clarify. Brief questions and some discussion did take place regarding "Balance Sheet." Based on what was learned at AFDA conference, Chairman Deborah Dawson and Board Members recommended Chief Lockhart make available under "Assets" heading, a more complete list of assets. Financial Officer Jeff Daniels complemented Administrative Assistant Deanna White for improved reports. Board Member Tom James moved to accept the Financial Report for January and was seconded by Financial Officer Jeff Daniels.

Vote results:

Ayes: Deborah Dawson, Jeff Daniels, Steve Sundra, Tom James, Larry Hannum
Nays: None

B. Chief's Report

Chief Bob Lockhart discussed Department activity for February. Please see attached Chief's Report.

C. Chairman's Report & District Correspondence

Deborah Dawson reviewed correspondence from Accounting Professionals. She reviewed an email from Ms. Genaro regarding "Special District Workers' Compensation Pool." In addition, she

reviewed an “Announcement” from Christopher-Kohl’s Firebelles Auxiliary regarding a board plaque. Brief discussion took place. She presented 2017 Schedule of Board meetings and asked if the schedule had been sent to Gila County. The April Board meeting will be held at 3:00.

Employee John Digman was in attendance to explain and answer questions regarding Agenda **Item #12: Discussion and possible action on repairing WT511**, therefore, a motion to move **Item #12** to beginning of “Business” was made by Jeff Daniels and seconded by Tom James.

Vote results:

Ayes: Deborah Dawson, Jeff Daniels, Tom James, Steve Sundra, Larry Hannum

Nays: None

John Digman explained issues with WT511 and recommended replacement of the pump. He and Chief Lockhart answered questions from Board Members. A quote from Fire Solutions was presented to the Board. After discussion, a motion was made by Larry Hannum to have Fire Solutions repair WT 511 and for the repairs to be paid from the Enterprise Account. The motion was seconded by Steve Sundra.

Vote results:

Ayes: Deborah Dawson, Jeff Daniels, Tom James, Steve Sundra, Larry Hannum

Nays: None

There was additional discussion. Financial Officer Jeff Daniels advised the Board that payment for such repair should be made from the Capital Account. The original Motion was corrected to reflect payment for the repair from the Capital account. Larry Hanuum made a motion to reflect the change.

Vote results:

Ayes: Deborah Dawson, Jeff Daniels, Tom James, Steve Sundra, Larry Hannum

Nays: None

Item #1: Discussion and possible action regarding leasing a 15 X 15 area for a new monopole at 930 East Christopher Creek Loop on parcel 303-08-002C to Sprint.

Chief Bob Lockhart explained problem with locating monopole on fire department property. No Board action regarding monopole and Sprint will take place. Chief Bob Lockhart will keep Board updated.

Item #2: Discussion and possible action regarding Chief Bob Lockhart’s rewording of “Memorandum of Understanding, Duties. 1.5”

After brief discussion, the Board requested Jeff Daniels to meet with Chief Lockhart and present to the Board during the March Board meeting.

Item #3: Discussion and possible action regarding Financial Officer and Board Member Jeff Daniels’ disclosure of conflict of interest by having part of his water company on fire department property.

Jeff Daniels explained his water company has leased fire department property. After discussion, Jeff Daniels completed a Conflict of Interest Statement. Chief Lockhart requested a copy of the lease agreement for the file. Chief Lockhart suggested all Board Members complete the “Conflict” statement and write the wording “None” if no conflict of interest exists.

Item #4: Discussion and possible action regarding sick leave for part time fire department employees, Item #5: Arizona Minimum Wage Act (AMWA) and paid sick time, Item #6: ASRS requirement for employees working twenty or more hours for twenty or more weeks in a year.

#4: Chief Lockhart explained the effects of voters passing Proposition 206 and the impact to Christopher Kohl’s Fire District. **#5:** Chief Lockhart advised that some of the Proposition 206 is being challenged. He will keep the Board updated. Ben Perry spoke specifically to Item #5 regarding paid sick time and his past experience. **#6:** Chief Lockhart briefed Board regarding how ASRS requirement will affect Christopher Kohl’s Fire District and upcoming budget.

Item #7: Discussion and possible action on paying off loan on R511 (\$40,038.13- good through 3/15/2017).

Chief Lockhart explained that paying off loan would be mathematically positive. Jeff Daniels concurred. There was a brief discussion. Tom James made a motion to payoff loan on R511, the Motion was seconded by Jeff Daniels.

Vote results:

Ayes: Deborah Dawson, Jeff Daniels, Tom James, Steve Sundra, Larry Hannum

Nays: None

Item #8: Access to Board Members, i.e. text numbers, e-mail, etc. and Item #9: Easier and more flexible procedure for signing checks and documents.

Administrative Assistant Deanna White verified Board Members' text numbers, emails and landline numbers. A request was made by the Chief and Administrative Assistant for notification as to when a Board Member would be unavailable, as well as length of unavailability for signing checks. Board Members agreed to notify Department as to unavailability and length of unavailability in a timely manner.

Item #10: Discussion and possible action on Levy vote.

Administrative Assistant Deanna White distributed copies of the 2017 Levy Limit Worksheet from Deborah Hughes- Gila County Assessor. Chief Lockhart discussed the worksheet and emphasized that he hoped for that the Christopher-Kohls Fire District would stay at a Levy Rate of \$3.02. Discussion took place. Tom James made a motion to not object to 2017 Levy Limit Worksheet was seconded by Jeff Daniels.

Vote results:

Ayes: Deborah Dawson, Jeff Daniels, Tom James, Steve Sundra, Larry Hannum

Nays: None

Item #11: Discussion of future budget.

Chief Bob Lockhart said overview of budget will be made available to Board members at March Board meeting. He briefly discussed how change in employees' contributions and matching Department contributions to PSPRS will impact CKFD#5 upcoming budget.

Call to the Public

None.

Adjournment

Steve Sundra moved to adjourn the meeting and was seconded by Jeff Daniels.

Vote Results:

Ayes: Deborah Dawson, Jeff Daniels, Steve Sundra, Tom James, Larry Hannum

Nays: None

The meeting adjourned at 5:38 pm.

The next regularly scheduled Board Meeting will be on Monday, March 20, 2017, at 3:00 pm.

Approved by _____ on _____ 2017