

## NOTICE OF MEETING

The **Fire Board of the Christopher-Kohl's Fire District** will meet in regular session on **Monday, March 21, 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 February 22, 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 February. 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 February.

- Update on Station 51's remodeling project
- Update on Steve McKinnon
- Update on New Engine 511
- Received a check from FRUSA for \$549.12
- Recap of Capital Expenses
- 90-day update on Shields/Petitti

C. Chairman's Report & District Correspondence

- The Chairman will report on the activities for the District in February.
- District correspondence will be acknowledged.
  - Letter from Securis/Worker's Comp

**BUSINESS**

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

1. Discussion and acceptance of the 2021 - 2022 Audit. Kay Green will be attending telephonically.

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

2. Discussion and possible action regarding development of the 2022 - 2023 Budget.  
Call to the Public.

**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 Tuesday, February 22, 2022 at 3:30 pm at the Fire Station 51 Community Room.

## Call to Order/Pledge of Allegiance

Call to order 3:30 pm, Tuesday, February 22, 2022 followed by The Pledge of Allegiance.

### Roll Call

A. Board Members Present: Chairman Ron Kotnik  
Finance Officer Larry Hannum  
Interim Clerk Karen Thornton  
Board Member Joanie Price  
Board Member Doug Frenz

Board Members Absent: None

B. Department Members: Chief Bob Lockhart  
Administrative Assistant Deanna White  
Battalion Chief Rhett Connolly  
Mark Hansen

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

## BUSINESS

### Approval of Minutes

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

Larry Hannum made a motion to approve the minutes of the January 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 January 2022. No Board discussion took place.

Ron Kotnik moved to approve the January 2022 Financial Reports. Doug Frenz 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 January 2022. The List below highlights this month's Chief's Report (not in any particular order).

- Update on Shields/Petitti...no communication or activity
- Update on Station 51's remodeling project...sleeping quarters are finished
- Update on Steve McKinnon...second surgery successful with optimistic prognosis
- AFDA Conference on January 20 & 21...reimbursements have been dispersed, venue left much to be desired, classes were worthwhile.
- Received a check from FRUSA for \$394.68
- Received a check from AZ Smart & Safe for \$2519.78.
- Board members Joanie Price and Doug Frenz need to meet with Wells Fargo to obtain signature cards.
- Engine 511 is close to being put into service.

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

Chairman Ron Kotnik mentioned the area damage that resulted from the big windstorm. There was no correspondence to address.

**BUSINESS**

**Item #1 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.**

The following slate of officers was proposed:

- Chairman.....Ron Kotnik
- Clerk.....Karen Thornton
- Financial Officer.....Larry Hannum
- Sergeant as Arms....Doug Frenz

Doug Frenz moved to accept the proposed slate of officers. Joanie Price 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 signing a management letter attesting to the obligation of the District's compliance with specified requirements under Arizona Revised Statutes 805.02(G) for the year ending June 30, 2021.**

Kaye Green has completed the District's. audit Karen Thornton moved to accept the audit for the year ending June 30, 2021. Ron Kotnik seconded the motion.

**Vote Results:**

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

**Nays: None**

**Item #3 Discussion and possible action regarding the resigning of the Mutual Aid Agreement for the Northern Gila County Fire Chief's Association.**

This agreement is renewed periodically. It enables all districts in the association to provide aid and support to one another when needed. Joanie Price moved to adopt the Mutual Aid Agreement for the Northern Gila County Fire Chief's Association. Ron Kotnik seconded the motion.

**Vote Results:**

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

**Nays: None**

**Item #4 Discussion and possible action regarding development of the 2022-2023 Budget.**

Chief Lockhart does not have all necessary numbers in to begin the budget process. He is soliciting input from the staff as to proposed needs and wants. Chief Lockhart and Rhett Connolly will be working on the projected 2022-2023 budget taking into consideration the escalating costs of everything from gasoline to tires for both the Department and the Staff. Member of the public, Margot Holmes, suggested that residents consider their Fire Taxes as an insurance policy. Mark Hendrickson asked for more information for residents of Kohl's Ranch.

Doug Frenz moved to defer further budget discussion until the March Board Meeting. Ron Kotnik seconded the motion.

**Vote Results:**

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

**Nays: None**

**Future Agenda Items**

- 1. 2022-2023 Budget
- 2. Recap of future capital projects

**Call to the Public**

Mark Hendrickson asked for help with talking points for budget discussions with residents in Kohl's Ranch. Chief Lockhart responded that he is more than willing to meet with residents. He encouraged district residents to attend Board Meetings and Budget Meetings.

**Adjournment**

Ron Kotnik made a motion to adjourn the meeting. Larry Hannum seconded the motion.

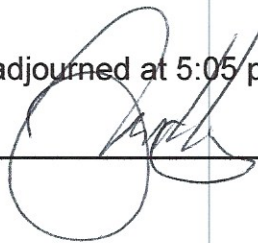
**Vote Results:**

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

**Nays: None**

The meeting was adjourned at 5:05 pm.

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



on \_\_\_\_\_

3-21-

2022

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

**Capital Account:**

|                    |                                 |
|--------------------|---------------------------------|
| Beginning Balance: | 236,010.49                      |
| Deposits:          | (Int \$296.21)                  |
| Warrants Issued:   | 0                               |
| End Balance:       | 236,306.70                      |
| Register Balance   | 236,306.70___ (Outstanding \$0) |

**General Account:**

|                    |   |
|--------------------|---|
| Beginning Balance: | 324,565.99                              |
| Deposits:          | 17,105.32 (See bank rec.)               |
| Warrants Issued:   | 97,954.08                               |
| End Balance:       | 243,717.23                              |
| Register Balance   | 240,659.83___ (Outstanding -\$3,057.40) |

**Wells Fargo: Payroll**

|                    |  |
|--------------------|--|
| Beginning Balance: | 54,832.05                                |
| Deposits:          | 44,665.22                                |
| Checks:            | 55,504.05                                |
| End Balance:       | 43,993.22                                |
| Register Balance   | 33,073.32___ (Outstanding -\$10,919.90)- |

**Wells Fargo: Enterprise**

|                   |                                 |
|-------------------|---------------------------------|
| Beginning Balance | 467,213.58                      |
| Deposits          | 5,814.47 (See bank rec)         |
| Checks:           | 0                               |
| End Balance:      | 473,028.05                      |
| Register Balance  | 473,028.05___ (Outstanding \$0) |

**Total Register Balances = \$983,067.90 + Outstanding \$13,977.30 = Ending Balances of \$997,045.20**

Approved as read at Board Meeting of MARCH 21, 2022

Clerk/Financial Officer L. Hauer

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 February 2022

**FIRES:** **TOTAL FIRES 1**

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

**EMS:** **TOTAL EMS 5**

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

**TOTAL INCIDENTS 6**

**COMMENTS** **TOTAL TRAINING HOURS - 109.00** **Target Hours - 11.50**

**Blue Card Hours - 3.00**





# Christopher Kohl's Fire District

Payson, AZ

This report was generated on 3/6/2022 11:00:18 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: 02/01/2022 | End Date: 02/28/2022

### 211, Engine (CKFD)

| Class Date               | Class Category      | Class Name                    | Class Hours |
|--------------------------|---------------------|-------------------------------|-------------|
| 02/28/2022 10:00:00      | Engine & Tender Ops | Company - Multi-company drill | 2:30        |
| <b>Total Classes</b>     |                     |                               | <b>1</b>    |
| <b>Total Class Hours</b> |                     |                               | <b>2:30</b> |

### Acedo, Mauricio (CKFD)

| Class Date               | Class Category      | Class Name   | Class Hours |
|--------------------------|---------------------|--|-------------|
| 02/27/2022 08:00:00      | Engine & Tender Ops | Company - Engine check off                         | 1:30        |
| 02/27/2022 09:30:00      | Engine & Tender Ops | Company - Eng. Operations and MCS                  | 0:30        |
| 02/27/2022 10:00:00      | EMS                 | Company - Medical Operations                       | 0:45        |
| 02/27/2022 10:45:00      | Driver Operator     | Company - Driver's Training and fueling operations | 1:15        |
| 02/27/2022 12:30:00      | MCS                 | Company - MCS training                             | 4:00        |
| <b>Total Classes</b>     |                     |  | <b>5</b>    |
| <b>Total Class Hours</b> |                     |  | <b>8:00</b> |

### Connolly, Rhett T

| Class Date               | Class Category      | Class Name  | Class Hours  |
|--------------------------|---------------------|---|--------------|
| 02/01/2022 08:00:00      | Physical Fitness    | Physical Fitness                                      | 4:00         |
| 02/02/2022 10:00:00      | Basic Fire Fighting | Other - Equipment Maintenance                         | 1:00         |
| 02/11/2022 13:00:00      | Basic Fire Fighting | Company - Pre-plan: 13 Ranch                          | 1:00         |
| 02/19/2022 09:00:00      | Basic Fire Fighting | Company - Monthly Table Scenario                      | 1:00         |
| 02/19/2022 10:30:00      | Basic Fire Fighting | Company - Monthly Table Scenario                      | 1:00         |
| 02/19/2022 11:45:00      | Basic Fire Fighting | Company - Cascade System                              | 1:00         |
| 02/19/2022 14:00:00      | EMS                 | Company EMS - Protocol Review                         | 1:00         |
| 02/20/2022 09:00:00      | EMS                 | Company EMS - Patient refusals                        | 1:00         |
| 02/20/2022 13:00:00      | Wildland            | Company - Close call Review: Caldor Fire              | 1:00         |
| 02/20/2022 15:00:00      | Leadership/ICS      | Company - FMLA  | 1:00         |
| 02/22/2022 09:00:00      | Wildland            | Other - Target Solutions: Wildland refresher (mod. 1) | 2:00         |
| 02/25/2022 09:00:00      | Basic Fire Fighting | Other - Mutual Aid Agreement                          | 1:30         |
| <b>Total Classes</b>     |                     |   | <b>12</b>    |
| <b>Total Class Hours</b> |                     |   | <b>16:30</b> |

### Hansen, Mark K

| Class Date          | Class Category      | Class Name   | Class Hours |
|---------------------|---------------------|--|-------------|
| 02/01/2022 08:00:00 | Physical Fitness    | Physical Fitness                                     | 4:00        |
| 02/03/2022 11:45:00 | Basic Fire Fighting | Company - SCBA: Buddy Breathing                      | 1:30        |
| 02/04/2022 09:30:00 | Engine & Tender Ops | Company - Hydraulic Calculations                     | 1:30        |
| 02/10/2022 12:30:00 | EMS                 | Company EMS - Protocol Review                        | 1:00        |
| 02/10/2022 15:00:00 | Wildland            | Other - Target Solution: Wildland Refresher (Mod. 1) | 2:15        |

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.

|                     |                     |  |      |
|---------------------|---------------------|--|------|
| 02/16/2022 12:00:00 | EMS                 | Other - AEMS Meeting                                 | 1:30 |
| 02/16/2022 16:30:00 | Wildland            | Other - Target Solutions: Wildland Refresher (Mod 2) | 2:15 |
| 02/21/2022 15:00:00 | Basic Fire Fighting | Company - Monthly Table Scenario                     | 1:00 |
| 02/21/2022 15:00:00 | MCS                 | Company - MCS # 1                                    | 1:30 |
| 02/22/2022 09:00:00 | Basic Fire Fighting | Company - Emergency Reporting Review                 | 1:00 |
| 02/27/2022 08:00:00 | Engine & Tender Ops | Company - Engine check off                           | 1:30 |
| 02/27/2022 09:30:00 | Engine & Tender Ops | Company - Eng. Operations and MCS                    | 0:30 |
| 02/27/2022 10:00:00 | EMS                 | Company - Medical Operations                         | 0:45 |
| 02/27/2022 10:45:00 | Driver Operator     | Company - Driver's Training and fueling operations   | 1:15 |
| 02/27/2022 12:30:00 | MCS                 | Company - MCS training                               | 4:00 |
| 02/28/2022 10:00:00 | Engine & Tender Ops | Company - Multi-company drill                        | 2:30 |

**Total Classes 16**

**Total Class Hours 28:00**

**Lockhart, Robert J**

| Class Date          | Class Category      | Class Name                   | Class Hours |
|---------------------|---------------------|------------------------------|-------------|
| 02/25/2022 09:00:00 | Basic Fire Fighting | Other - Mutual Aid Agreement | 1:30        |

**Total Classes 1**

**Total Class Hours 1:30**

**Lynch, Joe L**

| Class Date          | Class Category      | Class Name   | Class Hours |
|---------------------|---------------------|--|-------------|
| 02/01/2022 08:00:00 | Physical Fitness    | Physical Fitness                                   | 4:00        |
| 02/03/2022 11:45:00 | Basic Fire Fighting | Company - SCBA: Buddy Breathing                    | 1:30        |
| 02/04/2022 09:30:00 | Engine & Tender Ops | Company - Hydraulic Calculations                   | 1:30        |
| 02/04/2022 11:00:00 | Wildland            | Other - Target Solutions: Wildland refresher       | 3:00        |
| 02/10/2022 12:30:00 | EMS                 | Company EMS - Protocol Review                      | 1:00        |
| 02/21/2022 15:00:00 | Basic Fire Fighting | Company - Monthly Table Scenario                   | 1:00        |
| 02/21/2022 15:00:00 | MCS                 | Company - MCS # 1                                  | 1:30        |
| 02/22/2022 09:00:00 | Basic Fire Fighting | Company - Emergency Reporting Review               | 1:00        |
| 02/27/2022 08:00:00 | Engine & Tender Ops | Company - Engine check off                         | 1:30        |
| 02/27/2022 09:30:00 | Engine & Tender Ops | Company - Eng. Operations and MCS                  | 0:30        |
| 02/27/2022 10:00:00 | EMS                 | Company - Medical Operations                       | 0:45        |
| 02/27/2022 10:45:00 | Driver Operator     | Company - Driver's Training and fueling operations | 1:15        |
| 02/27/2022 12:30:00 | MCS                 | Company - MCS training                             | 4:00        |
| 02/28/2022 10:00:00 | Engine & Tender Ops | Company - Multi-company drill                      | 2:30        |

**Total Classes 14**

**Total Class Hours 25:00**

**Tutay, Jason R**

| Class Date          | Class Category      | Class Name                   | Class Hours |
|---------------------|---------------------|------------------------------|-------------|
| 02/01/2022 08:00:00 | Physical Fitness    | Physical Fitness             | 4:00        |
| 02/11/2022 13:00:00 | Basic Fire Fighting | Company - Pre-plan: 13 Ranch | 1:00        |

**Total Classes 2**

**Total Class Hours 5:00**

**White, Sterling**

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  |
|--------------------------|---------------------|---|--------------|
| 02/01/2022 08:00:00      | Physical Fitness    | Physical Fitness                                      | 4:00         |
| 02/02/2022 09:00:00      | Basic Fire Fighting | Other - Appendix D and E                              | 2:00         |
| 02/02/2022 11:00:00      | Leadership/ICS      | Other - Blue Card: mod. 6                             | 3:00         |
| 02/12/2022 10:00:00      | Wildland            | Company - IQS Refresher                               | 1:30         |
| 02/19/2022 09:00:00      | Basic Fire Fighting | Company - Monthly Table Scenario                      | 1:00         |
| 02/19/2022 10:30:00      | Basic Fire Fighting | Company - Monthly Table Scenario                      | 1:00         |
| 02/19/2022 11:45:00      | Basic Fire Fighting | Company - Cascade System                              | 1:00         |
| 02/19/2022 14:00:00      | EMS                 | Company EMS - Protocol Review                         | 1:00         |
| 02/20/2022 09:00:00      | EMS                 | Company EMS - Patient refusals                        | 1:00         |
| 02/20/2022 13:00:00      | Wildland            | Company - Close call Review: Caldor Fire              | 1:00         |
| 02/20/2022 15:00:00      | Leadership/ICS      | Company - FMLA  | 1:00         |
| 02/25/2022 09:00:00      | Basic Fire Fighting | Other - Mutual Aid Agreement                          | 1:30         |
| 02/26/2022 08:00:00      | Wildland            | Other - Target Solutions: Wildland Refresher (mod. 3) | 2:00         |
| <b>Total Classes</b>     |                     |   | <b>13</b>    |
| <b>Total Class Hours</b> |                     |   | <b>21:00</b> |

| <b>Yungkans, Jeffery D</b> |                |                         |             |
|----------------------------|----------------|-------------------------|-------------|
| Class Date                 | Class Category | Class Name              | Class Hours |
| 02/12/2022 10:00:00        | Wildland       | Company - IQS Refresher | 1:30        |
| <b>Total Classes</b>       |                |                         | <b>1</b>    |
| <b>Total Class Hours</b>   |                |                         | <b>1:30</b> |

|                         |           |
|-------------------------|-----------|
| <b>Total Personnel:</b> | <b>9</b>  |
| <b>Total Classes:</b>   | <b>65</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****2/28/2022**

| <i>VEHICLE</i> | <i>BEGIN</i> | <i>END</i>            |                       |
|----------------|--------------|-----------------------|-----------------------|
| B5             | 155950       | 156405                | 455                   |
| E511           | 49295        | 49668                 | 373                   |
| E516           | 70661        | <i>Out of Service</i> | <i>Out of Service</i> |
| E521           | 54339        | 54445                 | 106                   |
| E526           | 48091        | 48129                 | 38                    |
| E531           | 123203       | <i>Out of Service</i> | <i>Out of Service</i> |
| WT511          | 16225        | 16287                 | 62                    |
| WT512          | <i>N/A</i>   | <i>N/A</i>            | <i>N/A</i>            |
| WT531          | 1678         | 1695                  | 17                    |