

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 23, 2016 at 3:00 pm at the Fire Station 51 Community Room.

Item #1: Call to Order/Pledge of Allegiance

Call to order 3:02 pm, Tuesday, January 19, 2016, followed by the Pledge of Allegiance.

Item #2: Roll Call

A. Board Members Present: Chairman Deborah Dawson
Financial Officer Jeff Daniels
Clerk Karen Thornton
Board Member Steve Sundra
Board Member Tom James

C. Department Members: Chief Bob Lockhart
Linda Digman
John Digman

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

BUSINESS

Item #3 Approval of Minutes

A. The Board reviewed the minutes of the Regular Meeting of January 19, 2016
Tom James made a motion to approve the minutes of the Regular Meeting of January 19, 2016 with correction of "suggestions made" to replace "legal advice". Steve Sundra seconded the motion.

Vote Results:

Ayes: Deborah Dawson, Jeff Daniels, Karen Thornton, Steve Sundra, Tom James

Nays: None

Item # 4 Reports and Correspondence

A. Chief's Report

Chief Lockhart reviewed call volume, brush loads, public assistance, mileage, and training for January. Chief Lockhart purchased tires for E526 for \$1700. The department has received \$1285 in donations in memory of Mimi Tidwell. Steve Sundra asked if the department "exercised" vehicles that are seldom in use. This will be a future agenda item. Hazardous Fuels Grant #15-209 has been put out for bid. Bids will be opened February 22, 2016 at 10:00 am. Ben Perry will supervise the work on this grant. 50% of payment will be retained until work is finished to satisfaction. Work has begun on the 2016/17 budget. Chief Lockhart will hold one budget workshop. Two Wildland Invoices totaling \$37,248.93 have been submitted to and approved by the state. Payment should be received in March.

Chief Lockhart discussed the recent Uphill Fire at length. Response to the fire was complicated by the extreme slope and icy conditions of Uphill Road. Chad St Luka's decision to move the operation to Coffee Lane was wise. Our two-man crew, Chad St Luka and Jason Tutay, along with volunteers, Dale Ashby and Dave Elston, did an amazing job of evaluating and controlling the fire until mutual aid arrived. Payson and Hellsgate both sent three pieces of equipment and command officers. Forest Lakes sent a four-man engine. Chief Lockhart opted to keep Chad St Luka in command of the operation and Chad did an outstanding job. Damage was confined to the original structure, with some damage to the neighboring property. Chief Lockhart appreciates the positive newspaper coverage, editorial, and letters to the editor. Chairman Dawson asked the Chief to prepare formal letters or certificates of accommodation for Chad St Luka, Jason Tutay, Dale Ashby, and Dave Elston.

Steve Sundra mentioned that Gila County has installed new signs on Colcord Road in lieu of guardrails. Chief Lockhart reported on two ballot items that may be before voters on May 15. The revision of PSPRS (Public Safety Retirement) is expected to pass. The removal of tax levy caps may not be as successful. For

more information see the attached Chief's Report.

B. Financial Officers Report

A. Financial Officer, Jeff Daniels, read the financial report for January. The Enterprise Account balance is high. Linda Digman suggested transferring some funds from the Enterprise Account to the Capital Account. Karen Thornton moved to approve the January Financial Report. Jeff Daniels seconded the motion.

Vote Results:

Ayes: Deborah Dawson, Jeff Daniels, Karen Thornton, Steve Sundra, Tom James

Nays: None

C. Chairman's Report & District Correspondence

The Chairman received correspondence from Deborah Hughes, County Assessor, containing the 2016 Tax Levy Worksheet for our district. Jeff Daniels distributed a handout outlining Fire District Powers and Duties. Of special interest was an item justifying accounts such as our Enterprise Account.

OLD BUSINESS

Item #1 Discussion and possible action on Engine 511 update.

John Digman reported that the repair of Engine 511 will not exceed the agreed upon amount. Repair of this engine has encountered multiple problems with oil pump and fuel pump failures. However, it should be ready for service in five business days.

NEW BUSINESS

Item #2 Discussion and possible action including review and approval of Policies and Procedures for Wildland Assignments.

Chief Lockhart discussed the formulas and methods of billing for Off-District Wildland Fire Response and Wages. He has researched and written policies and procedures for wildland assignments. This will enable the district to have a standard procedure governing wildland assignments and wages. The Board suggested several grammatical corrections to the proposal. Karen Thornton moved that the Board accept (with suggested changes) the new Policy and Procedure 30.14 Off District Wildland Fire Response/Wages, Section 30:00 Compensation/Administration to become effective March 1, 2016. Steve Sundra seconded the motion.

Vote Results:

Ayes: Deborah Dawson, Karen Thornton, Steve Sundra, Tom James

Nays: None

Abstain: Jeff Daniels

Item #3 Discussion and possible action on Wildland Billing.

Payment on Wildland invoices usually takes 90 days from the time invoices are approved. Our invoices were approved in December so payment should be forthcoming.

Item #4 Discussion and possible action on Chief's Evaluation.

The evaluation tool the Board developed in the past was distributed for review. This will be a future agenda item.

Item #5 Discussion and possible action on future Board self-assessment.

This item will require research. It will be a future agenda item.

Item #7 Future Agenda Items

1. Discussion and possible action on Engine 511 update.
2. Discussion and possible action on vehicle mileage and exercising seldom used vehicles.
3. Discussion and possible action on Wildland Billing
4. Discussion and possible action on the Chief's Evaluation tool and date for evaluation
5. Discussion and possible action on future Board self-assessment.
6. Discussion and possible action on first draft of the Budget.

7. Discussion and possible action on billing for services.

Item #3 Call to the Public

L. R. Forman expressed his appreciation to the department for all they did during the Uphill Fire. He is very grateful for their assistance.

Item #4 Adjournment

Jeff Daniels moved to adjourn. Steve Sundra seconded the motion.

Vote Results:

Ayes: Deborah Dawson, Jeff Daniels, Steve Sundra, Karen Thornton, Tom James

Nays: None

The meeting was adjourned at 5:19 pm.

The next regularly scheduled Board Meeting will be on Monday, March 21, 2016 at 5:00 pm.

Approved by _____ on _____ 2016

- **Agendas** were posted on:
Date: Feb. 12, 2016
By: Captain Shill
- Buying **Tires** for **E526**.
- Tidwell **donations:** \$1285.00
- Report on **Uphill Fire**.
- Hazardous Fuels **Grant # 15-209 Update:**
Bids are out. Cut off is 2/29/16. Bid Openings will be 2/22/16.
- Discussion and research on going for **future billing for services**.
- **2016-17 Budget** being assembled.
- **Wildland 2015 Review;**

9/9/15 Route Complex Fire (Shill & Crew) Invoiced \$ 26,530.08 (Approved by State 12/10/15)

9/3/15 Mad River Complex (Stluka) Invoiced \$ 10,718.85 (Approved by State 12/8/15)

Total Outstanding \$ 37,248.93

DATE	INCIDENT #	DESCRIPTION-EMS	FULL TIME	PART TIME
1/1/16	16-001	EMS-BLS	HANSEN & SHILL	
1/4/16	16-002	EMS-ALS	CONNOLLY & YUNGKANS	
1/4/16	16-003	MVA	CONNOLLY & YUNGKANS	
1/9/16	16-004	Special Duty	Stluka & Strizek	
1/10/16	16-005	Special Duty	Connolly & Blazer	
1/14/16	16-006	Fire	STLUKA & TUTAY	
1/15/16	16-008	EMS- ALS	BLAZER & STLUKA	
1/16/16	16-009	EMS-ALS	BLAZER & STLUKA	
1/17/16	16-010	MVA	CONNOLLY & BLAZER	
1/22/16	16-011	Special Duty	CONNOLLY & BLAZER	DIGMAN
1/14/16	16-007	False Alarm	STLUKA & TUTAY	
1/26/14	16-012	Building Fire	Lockhart/Stluka/Tutay	McKinnon
1/31/16	16-014	Special Duty	Hansen & Shill	
1/27/16	16-013	MVA with Injuries	Blazer & Stluka	

MILEAGE

1/31/16

VEHICLE	BEGIN	END	TOTAL
E531	117166	117203	37
E521	17602	17650	48
E511			OUT OF SERVICE
E526	28975	29167	192
WT512	9783	9783	0
WT511	10293	10313	20
C511	99768	99768	0
B5	82143	83164	1021
R511	4350	4729	8
WT531	10800	10800	0

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

INCIDENT REPORT FOR **JANUARY 2016**

FIRES: **TOTAL FIRES** 2
WILD LAND _____
STRUCTURE _____ 1 _____
CAMPFIRE _____
VEHICULAR _____
MUTUAL AID _____
SPECIAL DUTY _____ 1 _____ (Electric Fire @ Creekside)
FALSE ALARM _____
BRUSH FIRE _____
CANCELLED EN RTE _____

EMS: **TOTAL EMS** 12
REGULAR EMS _____ 4 _____ (3 -ALS & 1-BLS)
VEHICLUAR./EMS _____ 3 _____
MUTUAL AID _____
FALSE ALARMS _____ 1 _____
CONTRACT _____
WALK INS _____
PUBLIC ASSIST _____
SPECIAL DUTY _____ 4 _____

TOTAL INCIDENTS 14

COMMENTS **TOTAL TRAINING HOURS** 33 Hours -Kaplan

FIRE _____
EMT _____