NOTICE OF MEETING

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

ACENDA

			MOLINDA		
1.	CALL TO ORDER (Pledge of Allegiand	ce) Time:		
2.	ROLL CALL A. Board Members B. Department Mem	nbers			
3.	APPROVAL OF MIN A. Regular Meeting of		2.		
	Motion:	Second:	Vote Results:	Ayes:	Nays:
4.	REPORTS & CORRE	ESPONDENCE (No	Board action will be t	aken on correspon	dence items)
	Possible discu		the status of all Distric on any Board concerns tements.		
	Motion:	Second:	Vote Results:	Ayes:	Nays:
	B. Chief's Report on	Department activity	y for January.		
	Update on ShUpdate on Sta	ields/Petitti ation 51's remodelii	ng project		

C. Chairman's Report & District Correspondence

Update on Steve McKinnon

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

AFDA Conference on January 20th and 21st.
 Received a check from FRUSA for \$394.68

Received a check from AZ Smart & Safe for \$2519.78

Board member – signature card at Wells Fargo

BUSINESS

(The public will be able to comment after the Board discusses ar	y business item and before any vote
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		as required by ARS 16-642 Financial Officer and a Se				
Motion:	Second:	Vote Results:	Ayes:	Nays:		
2. Discussion and possible action regarding signing a management letter attesting to the obligation of the Districts compliance with specified requirements under Arizona Revised Statue Title 48 § 805.02 (G) for the year ending June 30, 2021.						
Motion:	Second:	Vote Results:	Ayes:	Nays:		
	oossible action regar ty Fire Chief's Assoc	ding the resigning of the Miation.	utual Aid Agreement	for the		
Motion:	Second:	Vote Results:	Ayes:	Nays:		
 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. ADJOURNM	IENT			
Motion:	Second:	Vote Results:	Ayes:	Nays:
Time of adjournme	nt:			
	erson needs any typ the scheduled mee		on, please notify	the Fire District (928)

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 **January 18, 2022**, at **3:30pm** at the Fire Station 51 Community Room.

Call to Order/Pledge of Allegiance

Call to order 3:30pm, January 18, 2022, followed by the Pledge of Allegiance.

Roll Call

A. Board Members:

Chairman Ron Kotnik

Interim Clerk Karen Thornton - Absent

Finance Officer Larry Hannum Board Member Joanie Price Board Member Doug Frenz

B. Department members in attendance: Chief Lockhart, Administrative Assistant Deanna White, and Battalion Chief Rhett Connolly.

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

Approval of Minutes

The Board reviewed the Minutes of the Regular Meeting of December 20, 2021. No Board discussion took place.

Financial Officer Hannum made a motion to approve the minutes of the regular meeting of December 20, 2021, and Member Frenz seconded the motion. Motion carried by unanimous vote.

Reports and Correspondence

A. Financial Officer's Report

Financial Officer Hannum reviewed and read the status of all District bank accounts for December.

Questions with responses, requests, and comments:

Member Price made the motion to approve the December Financial Reports. Chairman Kotnik seconded the motion. Motion carried by unanimous vote.

B. Chief's Report

Chief Lockhart discussed Department activity for December 2021. The list below highlights this month's Chief's Report (not in any particular order):

- Received a Distribution on 12/28/21 in the amount of \$5,309.14 from Az State
 Treasurer's Office for SSFND. Chief explained how the distribution works and where the money will be allocated too.
- Chief explained the latest correspondence and his response to Shields/Petitti.

- Chief explained that Station 51's remodeling project will get back on track next month when we have full crews back.
- Update on Steve McKinnon.
- Packets were handed out for the AFDA Conference.

C. Chairman's Report & District Correspondence

BUSINESS

Item #1: Discussion and possible action regarding lease with Utility Systems/Jeff Daniels, up to and including possible approval.

Member Frenz made the motion to continue the lease and F.O. Hannum seconded the motion. Motion carried by unanimous vote.

Item #2: Discussion and 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.

Chairman Kotnik made a motion to table this business item at this time and put it back on the agenda in February. Member Price seconded the motion. Motion carried by unanimous vote.

Item #3: Discussion and possible action regarding <u>Christopher-Kohl's Fire District Personnel Policies and Procedures Manual</u>, "Policy 10.17 Drug Boxes/Pharmaceuticals."

Chief explained that this Policy follows and supports State Statute.

F.O. Hannum made a motion to accept this Policy as written and Chairman Kotnik seconded the motion. Motion carried by unanimous vote.

Item #4: Discussion and possible action regarding <u>Christopher-Kohl's Fire District Personnel Policies and Procedures Manual</u>, "Policy 40.10 Supplemental Benefits Plan."

Chief explained that this Policy is required by State Statute.

F.O. Hannum made a motion to accept this Policy as written and Member Price seconded the motion. Motion carried by unanimous vote.

Item #5: Discussion and possible action regarding <u>Christopher-Kohl's Fire District Personnel Policies and Procedures Manual</u>, "PSPRS Pension Funding Policy."

Chief explained that this will be an annual obligation and will need to be updated every year. Chairman Kotnik made a motion to accept this Policy as written and Member Price seconded the motion. Motion carried by unanimous vote.

Item #6: Discussion and possible action on selling Engine 531 to a local resident in the amount of \$7,500.00.

Chairman Kotnik made a motion to sell Engine 531 for the specified amount and Member Frenz seconded the motion. Motion carried by unanimous vote.

Future Agenda Items:

- 1) Appointment of a Chairman, a Clerk, a Financial Officer, and a Sergeant at Arms.
- 2) Budget 2022-2023

Call to the Public:

None

Adjournment

Chairman Kotnik made a motion to adjourn meeting. F.O. Hannum seconded the motion. Motion carried by unanimous vote.

The meeting adjourned at 5:03 pm.

The next regularly scheduled Board Meeting will be on Tuesday, February 22, 2022, at 3:30 pm.

Approved by

on 2-22-2022

CHRISTOPHER KOHL'S FIRE DISTRICT FINANCIAL OFFICER REPORT January 2022

Capital Account:	Beginning Balance:	235,918.58
	Deposits:	(Int \$91.91)
	Warrants Issued:	0
	End Balance:	236,010.49
	Register Balance	236,010.49 (Outstanding \$0)
General Account:	Beginning Balance:	359,449.29
	Deposits:	65,184.03 (See bank rec.)
	Warrants Issued:	100,067.33
	End Balance:	324,565.99
	Register Balance	272,752.85 (Outstanding -\$51,813.14)
Wells Fargo: Payroll	Beginning Balance:	44,249.67
•	Deposits:	83,332.42
	Checks:	72,750.04
	End Balance:	54,832.05
	Register Balance	49,876.64 (Outstanding -\$4,955.41)
Wells Fargo: Enterprise	Beginning Balance	464,789.84
	Deposits	2,523.74 (See bank rec)
	Checks:	100.00
	End Balance:	467,213.58
	Register Balance	467,213.58 (Outstanding \$0)
Total Register Balances = \$1,025,853.56 + Ou	utstanding \$56,768.55 =	Ending Balances of \$1,082,622.11
Approved as read at Board Meeting of	Ham Jul	le. 22
Clerk/Financial Officer	Ham	

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

INCIDENT DEPORT FOR I

FIRES:	NCIDENT REPORT FOR Jan	uary 2022	TOTAL FIRES	4
WILDLAND	0			
STRUCTURE	0			
VEHICLE	0			
CAMPFIRE	1			
MUTUAL AID	0			
SPECIAL DUTY				
FALSE ALARM	1			
STILL ALARM	0			
CANCELLED EN RTE				
EMS:			TOTAL EMS 12	
REGULAR EMS	5	(5-ALS/0-)	BLS)	
MVA/EMS	2			
MUTUAL AID	2	e e		
FALSE ALARMS	1			
WALK INS	1			
SPECIAL DUTY	1			
CANCELLED EN RTE	0	_		
		TOTAL	LINCIDENTS 26	
COMMENTS	TOTAL TRAINING HOUR	RS - 256.00	Target Hours - 0.	<u>00</u>
Blue Card Hours – 29.0	00			

Medic Refresher -151.50

DATE	INCIDENT #	DESCRIPTION-EMS	FIREFIGHTERS Ja	n-22
1/1/2022	22-001	MVA .	Hansen/Tutay	
1/1/2022	22-002	EMS/ALS	Hansen/Lynch	* annual transcription of the state of the s
1/1/2022	22-003	Walk-In	Hansen/Lynch	
1/11/2022	22-004	EMS/ALS	Hansen/Lynch	
1/12/2022	22-005	EMS/ALS	Lockhart/Shill	
1/15/2022	22-006	MVA	Connolly/White	
1/16/2022	22-007	EMS/ALS	Hansen/Lynch	
1/16/2022	22-008	False Alarm	Hansen/Lynch	
1/18/2021	22-009	EMS/ALS	Shill/Tutay	
1/24/2022	22-010	Mutual Aid	Tutay/Yungkans	
1/27/2022	22-011	Special Duty	Connolly/White	
1/27/2022	22-012	Special Duty	Connolly/White	
1/27/2022	22-013	Special Duty	Connolly/White	
1/28/2022	22-014	Special Duty	Connolly/White	
1/28/2022	22-015	Special Duty	Connolly/White	
1/28/2022	22-016	Special Duty	Connolly/White	
1/28/2022	22-017	MVA	Connolly/White/Hansen/Lynch	
1/28/2022	22-018	Special Duty	Hansen/Lynch	
1/28/2022	22-019	Special Duty	Hansen/Lynch	
1/28/2022	22-020	Campfire	Hansen/Lynch	
1/28/2022	22-021	Special Duty	Hansen/Lynch	
1/28/2022	22-022	Special Duty	Lockhart/D. White	
1/28/2022	22-023	Special Duty	Hansen/Lynch	
1/28/2022	22-024	Special Duty	Lynch	
1/28/2022	22-025	Special Duty	Hansen	
1/30/2022	22-026	EMS/ALS	Hansen/Lockhart	
	6.5			

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Christopher Kohl's Fire District

Payson, AZ

This report was generated on 1/31/2022 2:59:30 PM



Passed/Failed: Both Passed and Failed | Training Code(s): All Training Codes | Class Category: All Categories | Personnel: All Personnel | Station: All Stations | Start Date: 01/01/2022 | End Date: 01/31/2022

le, Kayla			
Class Date	Class Category	Class Name	Class Hours
01/16/2022 08:30:00	ALS/BLS Certs	Medic Refresher	7:00
		Total Classes	on an market all and all lands and a planets, where the all responses a mean regularization are an
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ole, Kayla (CKFD)			
Class Date	Class Category	Class Name	Class Hours
01/14/2022 08:30:00	ALS/BLS Certs	Medic Refresher	7:00
01/15/2022 08:30:00	ALS/BLS Certs	Medic Refresher	6:30
01/21/2022 08:30:00	ALS/BLS Certs	Medic Refresher	8:00
01/22/2022 08:30:00	ALS/BLS Certs	Medic Refresher	3:30
01/22/2022 13:00:00	ALS/BLS Certs	Medic Refresher - MCI Drill	2:30
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Professional Anna Anna Anna Common de America de Common de Anna Competentia de Co		Total Class Hours	27:30
onnolly, Rhett T			
Class Date	Class Category	Class Name	Class Hours
01/01/2022 08:00:00	Physical Fitness	Physical Fitness	4:00
01/03/2022 21:00:00	EMS	Other - Protocol Review	1:00
01/08/2022 08:30:00	EMS	Company EMS - Lucas Device review	0:30
01/09/2022 07:00:00	Leadership/ICS	Blue Card - CE's	4:00
01/13/2022 15:00:00	Communication/Documentation	Other - Alarm/comms quarterly meeting	1:30
01/14/2022 08:30:00	ALS/BLS Certs	Medic Refresher	7:00
01/14/2022 20:00:00	Communication/Documentation	Company - Radio Operations	2:30
01/15/2022 08:30:00	ALS/BLS Certs	Medic Refresher	6:30
01/16/2022 08:30:00	ALS/BLS Certs	Medic Refresher	7:00
01/20/2022 08:00:00	Conferences	Other - AFDA conference	8:00
01/22/2022 08:30:00	ALS/BLS Certs	Medic Refresher	3:30
01/22/2022 13:00:00	ALS/BLS Certs	Medic Refresher - MCI Drill	2:30
01/23/2022 08:30:00	ALS/BLS Certs	Medic Refresher	6:00
01/27/2022 09:00:00	ALS/BLS Certs	ACLS Refresher	4:30
01/28/2022 09:00:00	ALS/BLS Certs	PALS Refresher	5:30
The second secon	975-bit (1980) (An Arthur State Communication (Communication Communication Commu	Total Classes	15
		Total Class Hours	64:00
ansen, Mark K			
Class Date	Class Category	Class Name	Class Hours
01/01/2022 08:00:00	Physical Fitness	Physical Fitness	4:00
01/01/2022 16:00:00	EMS	Company EMS - MCI size up and triage	1:00
01/05/2022 08:00:00	EMS	Company EMS - Patient Assessment	1:00
01/05/2022 16:30:00	Basic Fire Fighting	Company - January Table scenario	0:30

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.



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01/10/2022 10:30:00	Basic Fire Fighting	Company - Water supply	1:00
01/10/2022 11:30:00	Basic Fire Fighting	Company - Building Construction	1:00
01/10/2022 15:00:00	EMS	Other - Medic refresher prep	1:30
01/11/2022 15:30:00	MCS	Company - MCS (Defensive Loop)	1:30
01/14/2022 08:30:00	. ALS/BLS Certs	Medic Refresher	7:00
01/15/2022 08:30:00	ALS/BLS Certs	Medic Refresher	6:30
01/16/2022 08:30:00	ALS/BLS Certs	Medic Refresher	7:00
01/16/2022-16:00:00	Basic Fire Fighting	Company - Basic Hose Loads	0:15
01/17/2022 13:30:00	Basic Fire Fighting	Company - SCBA breathdown	2:00
01/21/2022 08:30:00	ALS/BLS Certs	Medic Refresher	8:00
01/22/2022 08:30:00	ALS/BLS Certs	Medic Refresher	3:30
01/22/2022 13:00:00	ALS/BLS Certs	Medic Refresher - MCI Drill	2:30
01/23/2022 08:30:00	ALS/BLS Certs	Medic Refresher	6:00
01/27/2022 09:00:00	ALS/BLS Certs	ACLS Refresher	4:30
01/28/2022 09:00:00	ALS/BLS Certs	PALS Refresher	5:30
01/29/2022 12:00:00	Basic Fire Fighting	Company - Fire Behavior	1:00
01/29/2022 13:00:00	EMS	Company EMS - Protocol Review	1:30
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01/20/2022 08:00:00 Class Date 01/01/2022 08:00:00 01/01/2022 16:00:00 01/05/2022 16:30:00 01/10/2022 16:30:00 01/10/2022 10:30:00 01/10/2022 11:30:00 01/11/2022 15:30:00 01/11/2022 16:00:00 01/17/2022 13:30:00 01/17/2022 10:00:00 01/22/2022 13:00:00 01/29/2022 12:00:00	Class Category Physical Fitness EMS EMS Basic Fire Fighting Leadership/ICS Basic Fire Fighting Basic Fire Fighting MCS Basic Fire Fighting MCS Basic Fire Fighting ALS/BLS Certs ALS/BLS Certs Basic Fire Fighting	Class Name Physical Fitness Company EMS - MCI size up and triage Company EMS - Patient Assessment Company - January Table scenario Blue Card - Mod. 4 & 5 Company - Water supply Company - Building Construction Company - Building Construction Company - Basic Hose Loads Company - SCBA breathdown EMS - CPR Recert Medic Refresher - MCI Drill Company - Fire Behavior	8:00 1 8:00 Class Hours 4:00 1:00 0:30 12:00 1:00 1:00 1:00 2:00 2:30

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
01/20/2022 08:00:00	Conferences	Other - AFDA conference	8:00
		Total Classes	2+++++++++++++++++++++++++++++++++++++
		Total Class Hours	8:00
Vhite, Sterling			
Class Date	Class Category	Class Name	Class Hours
01/01/2022 08:00:00	Physical Fitness	Physical Fitness	4:00
01/03/2022 08:00:00	Leadership/ICS	Blue Card - Mod. 4 and 5	13:00
01/08/2022 08:30:00	EMS	Company EMS - Lucas Device review	0:30
01/14/2022 08:30:00	ALS/BLS Certs	Medic Refresher	7:00
01/14/2022 20:00:00	Communication/Documentation	Company - Radio Operations	2:30
01/15/2022 08:30:00	ALS/BLS Certs	Medic Refresher	6:30
01/20/2022 10:00:00	ALS/BLS Certs	EMS - CPR Recert	2:00
01/21/2022 08:30:00	ALS/BLS Certs	Medic Refresher	8:00
		Total Classes	8
		Total Class Hours	43:30

Total Personnel:	8	**************************************
Total Classes:	66	



MILEAGE

1/31/2022

VEHICLE	BEGIN	END	
B5	155632	155950	318
E511	49131	49295	164
E516	70661	Out of Service	Out of Service
E521	54080	54339	259
E526	48037	48091	54
E531	123203	123203	Out of Service
WT511	16225	16225	0
WT512	N/A	N/A	N/A
WT531	1678	1678	0