

NOTICE OF MEETING

The Fire Board of the Christopher-Kohl's Fire District will meet in regular session on **Monday, April 17, 2023, at 3:30pm**. The meeting will be held at the **Christopher Creek Community Bible Church** at 1036 E. Christopher Creek Loop. 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 March 20, 2023.

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 March. 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 March.

- Old Engine 511 had the valves installed and waiting for in house pump test and annual pump test in the valley.
- Engine 521 was picked up on March 30th.
- Update on Station 51 Retaining wall.
- Chief Lockhart received the results on a Gaming Grant from the Tonto Apache Tribe, and it has been denied.
- Chief Lockhart applied for a gaming grant from Gila River Indian Community for \$255,000 to replace the Type 6 Brush truck.
- Steve McKinnon had a follow up appointment on April 5th which resulted in an 8-week extension.
- Received a \$1600 gas meter from a county grant.
- Received a check from FRUSA in the amount of \$674.90.

- Chief Lockhart is still waiting on the battery powered extrication tool that he ordered from the Firehouse Subs Grant.
- Chief Lockhart is waiting on the fill station and fit tester he ordered as part of the AFG grant.

C. Chairman's Report & District Correspondence

- The Chairman will report on the activities for the District in March.
- 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:* _____

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

Motion: _____ *Second:* _____ *Vote Results:* _____ *Ayes:* _____ *Nays:* _____

2. Discussion and possible action regarding the 2023-2024 FY Budget.

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.

Regular Meeting of the Christopher Kohl's District Governing Board convened on Monday, March 20, 2023 at 3:30 pm at the Landmark Restaurant.

Call to Order/Pledge of Allegiance

Call to order 3:30 pm, Monday, March 20, 2023 followed by The Pledge of Allegiance.

Roll Call

A. Board Members Present: Clerk Karen Thornton
Sergeant at Arms Doug Frenz
Financial Officer Joanie Price
Board Member Mark Hendrickson

Board Members Absent Chairman Ron Kotnik

B. Department Members: Chief Bob Lockhart
Administrative Assistant Deanna White

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

BUSINESS

To accommodate Kay Green the Board agreed to consider Business Item #1 at the beginning of the meeting.

1. Discussion and acceptance of the 2022-2023 Audit. Kay Green will be attending telephonically.

Kay Green discussed the annual audit report. CKFD has submitted the required Annual Report to Gila County. Her findings indicate that our financial status is in compliance with our budget statements. Kay Green further noted that she found our internal budget controls and our responsible financial management to be exemplary. No problems were detected in the audit, and Green acknowledged that Chief Lockhart and Administrative Assistant Deanna White are outstanding financial managers.

Dave Frenz moved to accept the 2022-2023 Audit. Joanie Price seconded the motion.

Vote Results:

Ayes: Doug Frenz, Joanie Price, Karen Thornton, Mark Hendrickson.

Nays: None

Approval of Minutes

A. The Board reviewed the regular meeting minutes of February 21, 2023.

Doug Frenz made a motion to approve the minutes of the February 21, 2023. Mark Hendrickson seconded the motion.

Vote Results:

Ayes: Doug Frenz, Joanie Price, Karen Thornton, Mark Hendrickson.

Nays: None

Reports and Correspondence

A. Financial Officer's Report

A. Joanie Price reviewed and read the status of all District bank accounts for February 2023. Mark Hendrickson moved to approve the February 2023 Financial Reports. Joanie Price seconded the motion.

Vote Results:

Ayes: Doug Frenz, Joanie Price, Karen Thornton, Mark Hendrickson.

Nays: None

B. Chief's Report

Chief Lockhart discussed Department activity for February 2023. The list below highlights this month's Chief's Report (not in any particular order).

- Old Engine 511 had valves installed/need to perform pump test in The Valley.
- Engine 521 was transported to The Valley on March 1st for evaluation at a transport cost of \$1980.00. It has been diagnosed and repair costs will be \$37,000. This vehicle is valued at \$600,000 and is essential to our operation. Therefore, it will be repaired.
- Update on Station 53 remodel...Chief Lockhart received an IGA Grant from Gila County in the amount of \$10,000 for the well. There is no time limit on the use of these funds.
- Update on Station 51 retaining wall...Chief Lockhart is still working on Gila County issues. Work on the retaining wall should be completed in several days once the weather improves.
- Chief Lockhart has submitted the Tonto Apache Tribe/Gaming Grant. Waiting for results.
- Chief Lockhart returned from Emmitsburg on March 17th. He had a good experience reading a variety of AFG Grants.
- Update on Steve McKinnon... Steve has a follow up appointment on March 24 and has high expectations that he will be released for duty.
- Chief Lockhart ordered a fill station and fit tester as part of the AFG Grant. They should arrive soon.
- Chief Lockhart ordered the e-tool as part of the Firehouse Subs Grant.
- The new SCBA's have been put in service in all units.
- Big shout out to the Firebelles once again for the new gym equipment. It is very much appreciated and so are each and every one of the Firebelles.

C. Chairman's Report & District Correspondence

Chairman, Ron Kotnik was absent so there was no Chairman's report.

BUSINESS

2. Discussion and possible action regarding hiring a new employee.

Chief Lockhart explained that we have been short two full time staff since Steve McKinnon has been on medical leave and Mark Hansen resigned. The Chief hopes that Steve McKinnon will be able to return to work in the near future. That leaves one position to fill. The Chief would like to fill this slot through a lateral transfer, which will provide the department with a fully qualified candidate.

3. Discussion and possible action regarding improvements and funding sources at Station 53.

The Station 53 project involves digging a well, installing a septic tank, and building a bathroom. This will be a multi-year project. We have received a private donation of \$10,000 and a Gila

County Grant of \$10,000 toward the well. This should fund the well and possibly bring water into the station. The septic tank and bathroom will have to wait for funding.

4. Discussion regarding the 2023 Fire District Levy Limit Worksheet.

Our 2023 levy limit has only increased by 1.13%. This is a possible \$30,000 increase in annual income. Unfortunately, expenses are climbing at a far greater rate than 1.13%. Fuel alone has increased by 7% since the last budget year. As work begins on the 2023/24 budget the Board may need extra meetings to consider the gravity of this situation.

5. 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.

Doug Frenz moved that the Board go into executive session at 4:41. Joanie Price seconded the motion.

Vote Results:

Ayes: Doug Frenz, Joanie Price, Karen Thornton, Mark Hendrickson.

Nays: None

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

Mark Hendrickson moved to reconvene the meeting at 5:04. Doug Frenz seconded the motion.

Vote Results:

Ayes: Doug Frenz, Joanie Price, Karen Thornton, Mark Hendrickson.

Nays: None

Future Agenda Items

1. Budget
2. Status of legal issue

Call to the Public

No comments from the public.

Adjournment

Doug Frenz made a motion to adjourn the meeting. Joanie Price seconded the motion.

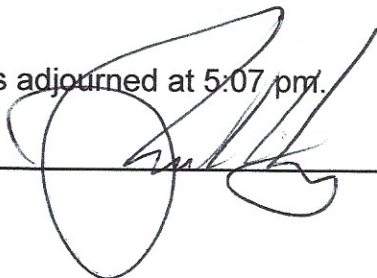
Vote Results:

Ayes: Doug Frenz, Joanie Price, Karen Thornton, Mark Hendrickson.

Nays: None

The meeting was adjourned at 5:07 pm.

Approved by _____



on _____

4-17-

2023

**CHRISTOPHER KOHL'S FIRE DISTRICT
FINANCIAL OFFICER REPORT
March 2023**

Capital Account:

Beginning Balance:	263,446.92
Deposits:	666.04 (Int)
Warrants Issued:	0
End Balance:	264,112.96
Register Balance	264,112.96__ (Outstanding \$0)

General Account:

Beginning Balance:	233,999.48
Deposits:	41,354.85 (See bank rec.)
Warrants Issued:	75,269.06
End Balance:	200,085.27
Register Balance	181,613.93__ (Outstanding -\$18,471.34)

Wells Fargo: Payroll

Beginning Balance:	73,077.68
Deposits:	63,112.59
Checks:	60,029.45
End Balance:	76,160.82
Register Balance	73,698.42__ (Outstanding -\$2,462.40)

Wells Fargo: Enterprise

Beginning Balance	390,944.52
Deposits	10,309.59 (See bank rec.)
Checks:	32,323.72
End Balance:	368,930.39
Register Balance	368,930.39__ (Outstanding \$0)

Total Register Balances = \$888,355.70 + Outstanding \$20,933.74 = Ending Balances of \$909,289.44

Approved as read at Board Meeting of 4/17, 2023

Clerk/Financial Officer *Douglas J. Jung*

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 March 2023

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 14**

REGULAR EMS 8 _____ 6-ALS/2-BLS)
MVA/EMS 2 _____
MUTUAL AID 0 _____
FALSE ALARMS 0 _____
WALK INS 1 _____
SPECIAL DUTY 2 _____
CANCELLED EN RTE 1 _____

TOTAL INCIDENTS 15

COMMENTS **TOTAL TRAINING HOURS -111.00 Target Hours -5.0**

Christopher Kohl's Fire District

Payson, AZ

This report was generated on 4/3/2023 3:52:49 PM



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: 03/01/2023 | End Date: 04/30/2023

Blazer, Nathaniel C

Class Date	Class Category	Class Name	Class Hours
03/30/2023 14:00:00	Basic Fire Fighting	MSA Altair 4XR training video	0:10
Total Classes			1
Total Class Hours			0:10

Connolly, Rhett T

Class Date	Class Category	Class Name	Class Hours
03/02/2023 08:00:00	Basic Fire Fighting	Company - Apparatus pumping and SCBA's	1:00
03/02/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
03/04/2023 08:00:00	Basic Fire Fighting	Company - Apparatus pumping and SCBA's	1:00
03/04/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
03/05/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
03/10/2023 08:00:00	Basic Fire Fighting	Company - Apparatus pumping and SCBA's	1:00
03/10/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
03/14/2023 08:00:00	Basic Fire Fighting	Company - Apparatus pumping and SCBA's	1:00
03/16/2023 08:00:00	Basic Fire Fighting	Company - Apparatus pumping and SCBA's	1:00
03/16/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
03/17/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
03/18/2023 08:00:00	Basic Fire Fighting	Company - Apparatus pumping and SCBA's	1:00
03/22/2023 08:00:00	Basic Fire Fighting	Company - Apparatus pumping and SCBA's	1:00
03/22/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
03/23/2023 10:00:00	Engine & Tender Ops	Company - MCS forward pumping/ 2 engine operation.	2:00
03/23/2023 13:00:00	Engine & Tender Ops	Company - MCS Drafting Operations	0:30
03/23/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
03/26/2023 08:00:00	Basic Fire Fighting	Company - Apparatus pumping and SCBA's	1:00
03/26/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
03/28/2023 08:00:00	Basic Fire Fighting	Company - Apparatus pumping and SCBA's	1:00
03/28/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
03/29/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
03/29/2023 19:00:00	Basic Fire Fighting	Company - MSA Altair 4xr gas detector	1:00
Total Classes			23
Total Class Hours			34:30

Jandayan, Henry

Class Date	Class Category	Class Name	Class Hours
03/03/2023 17:00:00	Physical Fitness	Company - Physical Fitness	1:00
03/09/2023 11:00:00	Basic Fire Fighting	Company - MSA SCBA IN SERVICE	1:30
03/11/2023 13:00:00	Driver Operator	Company - Mapping and Area Familiarization	3:00
03/20/2023 08:00:00	Basic Fire Fighting	Company - Apparatus pumping and SCBA's	1:00

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.



03/26/2023 08:00:00	Basic Fire Fighting	Company - Apparatus pumping and SCBA's	1:00
03/26/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
Total Classes			6
Total Class Hours			9:30

Lynch, Joe L

Class Date	Class Category	Class Name	Class Hours
03/06/2023 08:00:00	Basic Fire Fighting	Company - Apparatus pumping and SCBA's	1:00
03/11/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
03/12/2023 08:00:00	Basic Fire Fighting	Company - Apparatus pumping and SCBA's	1:00
03/18/2023 08:00:00	Basic Fire Fighting	Company - Apparatus pumping and SCBA's	1:00
03/24/2023 08:00:00	Basic Fire Fighting	Company - Apparatus pumping and SCBA's	1:00
03/30/2023 08:00:00	Basic Fire Fighting	Company - Apparatus pumping and SCBA's	1:00
03/30/2023 14:00:00	Basic Fire Fighting	MSA Altair 4XR training video	0:10
Total Classes			7
Total Class Hours			7:10

Smith, Thorry

Class Date	Class Category	Class Name	Class Hours
03/06/2023 08:00:00	Basic Fire Fighting	Company - Apparatus pumping and SCBA's	1:00
Total Classes			1
Total Class Hours			1:00

Tutay, Jason R

Class Date	Class Category	Class Name	Class Hours
03/20/2023 08:00:00	Basic Fire Fighting	Company - Apparatus pumping and SCBA's	1:00
Total Classes			1
Total Class Hours			1:00

White, Deanna L

Class Date	Class Category	Class Name	Class Hours
03/11/2023 13:00:00	Driver Operator	Company - Mapping and Area Familiarization	3:00
03/16/2023 10:00:00	Wildland	Company - DFFM/ Wildland billing and CFRA's	2:00
03/22/2023 13:00:00	Wildland	Company - Wildland Billing and CFRA's with DFFM	2:00
Total Classes			3
Total Class Hours			7:00

White, Sterling

Class Date	Class Category	Class Name	Class Hours
03/01/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
03/02/2023 08:00:00	Basic Fire Fighting	Company - Apparatus pumping and SCBA's	1:00
03/02/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
03/04/2023 08:00:00	Basic Fire Fighting	Company - Apparatus pumping and SCBA's	1:00
03/04/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
03/05/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
03/10/2023 08:00:00	Basic Fire Fighting	Company - Apparatus pumping and SCBA's	1:00
03/10/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
03/11/2023 13:00:00	Driver Operator	Company - Mapping and Area Familiarization	3:00
03/11/2023 17:00:00	Physical Fitness	Physical Fitness	2:00

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.

03/12/2023 08:00:00	Basic Fire Fighting	Company - Apparatus pumping and SCBA's	1:00
03/12/2023 12:00:00	Physical Fitness	Physical Fitness	2:00
03/12/2023 14:00:00	ALS/BLS Certs	EMS Cardiac Emergencies Advanced TS	1:00
03/12/2023 14:30:00	Wildland	S-190 Wildland refresher Mod #3 TS	2:00
03/12/2023 15:00:00	EMS	Mega code/ mock code and ACLS Mega code	1:00
03/12/2023 16:30:00	Wildland	S-190 Wildland refresher MOD #4 TS	2:00
03/14/2023 08:00:00	Basic Fire Fighting	Company - Apparatus pumping and SCBA's	1:00
03/16/2023 08:00:00	Basic Fire Fighting	Company - Apparatus pumping and SCBA's	1:00
03/16/2023 10:00:00	Wildland	Company - DFFM/ Wildland billing and CFRA's	2:00
03/16/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
03/17/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
03/22/2023 08:00:00	Basic Fire Fighting	Company - Apparatus pumping and SCBA's	1:00
03/22/2023 13:00:00	Wildland	Company - Wildland Billing and CFRA's with DFFM	2:00
03/22/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
03/23/2023 10:00:00	Engine & Tender Ops	Company - MCS forward pumping/ 2 engine operation.	2:00
03/23/2023 13:00:00	Engine & Tender Ops	Company - MCS Drafting Operations	0:30
03/23/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
03/28/2023 08:00:00	Basic Fire Fighting	Company - Apparatus pumping and SCBA's	1:00
03/28/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
03/29/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
03/29/2023 19:00:00	Basic Fire Fighting	Company - MSA Altair 4xr gas detector	1:00
Total Classes			31
Total Class Hours			50:30

Total Personnel:	8
Total Classes:	73

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MILEAGE**3/31/2023**

<i>VEHICLE</i>	<i>BEGIN</i>	<i>END</i>	<i>TOTAL</i>
B5	162137	162556	419
New E511	65866	66114	248
E511	50648	<i>Out of Service</i>	<i>Out of Service</i>
E516	71010	71017	7
E521	58700	58866	166
E526	48287	48314	27
E531	123244	<i>Out of Service</i>	<i>Out of Service</i>
WT511	16888	16903	15
WT512	<i>Out of Service</i>	<i>Out of Service</i>	<i>Out of Service</i>
WT531	1792	1796	4