

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 **Monday, May 21, 2018**, at **3:30pm** at the Fire Station 51 Community Room.

Call to Order/Pledge of Allegiance

Call to order 3:30pm, Monday, May 21, 2018, followed by the Pledge of Allegiance.

Roll Call

- A. Board Members Present: Chairman Deborah Dawson
Financial Officer Larry Hannum
Clerk Tom James
Board Member Steve Sundra
Board Member Jeff Daniels
- B. Department Members: Chief Bob Lockhart, Administrative Assistant Deanna White,
Jeffery Yungkans, Chad Stluka
- C. Members of the Public: None

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

Approval of Minutes

The Board reviewed the Minutes of the Regular Meeting of April 18, 2018.

Tom James made a motion to accept April 18, 2018 Minutes and was seconded by Steve Sundra.

Vote results:

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

Nays: None

Reports and Correspondence

A. Financial Officer's Report

Larry Hannum reviewed the status of all District bank accounts for April. Brief discussion took place about the Payroll Account and General Account. Jeff Daniels made a Motion to accept the April 18, 2018 Financial Report and was seconded by Tom James.

Vote results:

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

Nays: None

B. Chief's Report

Chief Lockhart discussed Department activity for April. The list below highlights this month's Chief's Report:

- Chief Lockhart reported that both Budget Workshops: Saturday, May 12th from 8am-Noon and Wednesday, May 16th from 5pm-8pm were held, but no one attended.
- Regarding the upcoming land donation to the Department at Station 53 by Marina Reade of Ponderosa Springs, Chief Lockhart presented information about the change in total square footage to be donated. Chief said the cost of \$600 for surveying the donated land will be the same. The property is currently for sale, so donation must be completed.
- Chief also informed the Board that Severity Patrols or (Pre-position Patrols) are being manned by out-of-state officials.

C. Chairman's Report & District Correspondence

Deborah Dawson acknowledged receiving a phone call from an individual wondering if the Department could establish a Facebook Page to acknowledge the employees that were sent on Wildland Fire assignments; a page that could give the public a place to offer encouragement to those employees and their families. Board Members expressed safety concerns for the employees' families if a Facebook Page was established. With Board Members having copies, Chairman Dawson also read correspondence from the following individuals and couples: Jack and Audrey Burns, Diane Ash, and Ron Kotnik and Debbie Richardson. Finally, Deborah read a brief correspondence from Sonni Hunt.

BUSINESS

Item #1: Discussion and possible action on Copperpoint Renewal Application and Rejection Forms.

Chief Lockhart explained Workers Compensation Application to Board. The wording "Treasurer" needed to be changed to "Financial Officer." Tom James made a Motion to have Chairman Deborah Dawson sign and initial in the required places on the application and was seconded by Steve Sundra.

Vote results:

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

Nays: None

Item #2: Discussion and possible action on three Policies; 10.01 Employment- At- Will, 10.02 Equal Employment Opportunity, and 40.01 General Benefits.

Each of the Policies were dealt with individually by the Board; Chief Lockhart provided answers to Board Members' questions.

Policy **10.01 Employment-At-Will**. Tom James made a Motion to adopt Policy **10.01** and was seconded by Larry Hannum.

Vote results:

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

Nays: None

Policy **10.02 Equal Employment Opportunity**. Steve Sundra made a Motion to adopt Policy **10.02** and was seconded by Jeff Daniels.

Vote results:

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

Nays: None

Policy **40.01 General Benefits**. Tom James made a Motion to adopt Policy **40.01** and was seconded by Larry Hannum.

Vote results:

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

Nays: None

Item #3: Continued discussion and possible action regarding Chief Lockhart's proposed Budget for 2018-19 fiscal year.

Administrative Assistant Deanna White passed out 2018/2019 Budget Draft for 2018-19 fiscal year. On the *first* page of the proposed budget, "Fire Department Personnel" under the heading "SALARIES," Jeff Daniels discovered that the previously discussed 5% raise computed to 8% for "Reserve" employees. Chief Lockhart agreed an adjustment would have to be made. Deborah Dawson noted that on the "Income" page of the proposed budget, an incorrect Levy rate was used to compute the "Enterprise Accounts, Non Tax" totals for the Billing of Contracts. The approved Levy rate is \$3.01 for fiscal year 2018/2019. Chief Lockhart suggested he could make the changes within the hour and have the proposed budget corrected; the meeting would have to be recessed for a brief time and

resumed. Tom James made a Motion to recess the meeting until 8pm and was seconded by Larry Hannum.

Vote results:

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

Nays: None

Call to Order to resume meeting:

Call to order at 8:11pm.

Roll Call

- B. Board Members Present: Chairman Deborah Dawson
Financial Officer Larry Hannum
Clerk Tom James
Board Member Steve Sundra (telephonically)
Board Member Jeff Daniels
- B. Department Members: Chief Bob Lockhart, Administrative Assistant Deanna White
- C. Members of the Public: None

Item #3: Continued discussion and possible action regarding Chief Lockhart’s proposed Budget for 2018-19 fiscal year, (resumed).

Administrative Assistant Deanna White passed out Chief Lockhart’s amended “Income- 2018/2019 Fiscal Year” to all Board Members. Chief explained the mathematical changes on the amended page as well as other affected pages. A discussion took place as each change was detailed by Chief. Larry Hannum made a Motion to approve proposed budget for posting to the Public and was seconded by Tom James.

Vote results:

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

Nays: Jeff Daniels

Item #4: Instruct Chief Lockhart to prepare a Budget with the Board approved amount and post on the website within seven (7) days. In addition, instruct Chief Lockhart to make sure copies are available for the Public.

Chairman Dawson instructed Chief Lockhart to place Proposed Budget on the website and to make sure copies would be available to Public.

Item #5: Instruct Chief Lockhart to place the Budget on website for twenty (20) days before the Public Hearing.

Chairman Dawson instructed Chief Lockhart to place Proposed Budget on website for twenty (20) days prior to the Public Hearing. Chief agreed.

Item #6: Further discussion and possible action regarding the Board’s direction on participating in a JPA/IGA with Hell’s Gate Fire Department.

Chairman Deborah Dawson asked each Board Member to share his/her thoughts on the continued participation in a JPA/IGA with Hell’s Gate Fire Department. A discussion took place. Jeff Daniels made a Motion to end participation in a JPA/IGA with Hell’s Gate Fire Department and was seconded by Larry Hannum.

Vote results:

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

Nays: None

Call to the Public:

None.

Adjournment

Jeff Daniels moved to adjourn the meeting and was seconded by Larry Hannum.

Vote Results:

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

Nays: None

The meeting adjourned at 8:45pm.

The next regularly scheduled Board Meeting will be on Monday, June 18, 2018, at 3:30 pm.

Approved by _____ on _____ 2018