

## NOTICE OF MEETING

The Fire Board of the Christopher-Kohl's Fire District will meet in regular session on **Monday, June 19, 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 May 15, 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 May. 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 May.

- Engine 531 passed its pump test.
- New Engine 511 will get Dave Clark headsets installed as we speak, and then will be scheduled for a pump test.
- Update on Station 51 Retaining wall.
- Update on Steve McKinnon.
- Received final documentation from Shields Petitti on May 22<sup>nd</sup>.
- CKFD's newest employee, Ryan Courtney started on June 10<sup>th</sup> and was sworn in on June 13<sup>th</sup>.
- Sterling White was promoted to Captain on June 13<sup>th</sup>.
- Joe Lynch has resigned. His last day was on June 10<sup>th</sup>.
- SCBA fill station was delivered but has not been installed.
- County bladders 36-52 (county property)

- CKFD went to WHR on June 8<sup>th</sup> for firefighters' day. The guys spent a couple hours there with MD children. WHR has two more events scheduled this summer, one at the end of June and another one on July 4<sup>th</sup>.

C. Chairman's Report & District Correspondence

- The Chairman will report on the activities for the District in May.
- 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. Discussion and possible action, up to and including the signing of Budget Resolution #132 regarding the 2023/2024 Budget.

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

2. Discussion and possible action regarding the Chairman's and Clerk's certification of the 2023/2024 Budget.

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

3. Discussion and possible action, up to and including the approval of the Christopher Kohl's Fire District two-year Budget projection.

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

4. Discussion and possible action on the letter to the Board of Supervisors finalizing the submission of all required documents.

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

5. Discussion on projected wildland income for 2023/2024.

**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 Monday, May 15, 2023 at 3:30 pm at the Christopher Creek Community Bible Church.

## Call to Order/Pledge of Allegiance

Call to order 3:30 pm, Monday, May 15, 2023 followed by The Pledge of Allegiance.

### Roll Call

- A. Board Members Present: Chairman Ron Kotnik  
Clerk Karen Thornton  
Sergeant at Arms Doug Frenz (telephonically)  
Financial Officer Joanie Price
- Board Members Absent Board Member Mark Hendrickson
- B. Department Members: Chief Bob Lockhart  
Administrative Assistant Deanna White  
Battalion Chief Rhett Connolly

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

## BUSINESS

### Approval of Minutes

A. The Board reviewed the regular meeting minutes of April 17, 2023. Ron Kotnik made a motion to approve the minutes of the April 17, 2023. Karen Thornton seconded the motion.

#### Vote Results:

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

**Nays:** None

**Absent:** Mark Hendrickson

### Reports and Correspondence

#### A. Financial Officer's Report

A. Joanie Price reviewed and read the status of all District bank accounts for April 2023. Karen Thornton moved to approve the April 2023 Financial Reports. Joanie Price seconded the motion.

#### Vote Results:

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

**Nays:** None

**Absent:** Mark Hendrickson

#### B. Chief's Report

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

- Old Engine 511 has been delivered to Larry Waltemeyer in The Valley.
- Engine 521 passed its pump test at Velocity and is in service.
- Engine 531 will be going to The Valley shortly for a pump test.
- After that new Engine 511 will be pump tested.
- Budget workshops were hosted on May 10<sup>th</sup> and 13<sup>th</sup>.
- Update on Station 51 retaining wall....Waiting for county inspection. Fill process will require county inspection on compaction every 12 inches.
- Update on Steve McKinnon..Steve is recovering slowly and will begin another round of therapy soon.
- Chief Lockhart received the battery powered extraction tool that he ordered from the Firehouse Subs Grant on April 21<sup>st</sup> and all documentation will be resubmitted to close out the project.
- The fit tester has arrived and personnel were tested and trained on use of the device.
- CKFD received a check from FRUSA in the amount of \$394.68.

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

Chairman, Ron Kotnik congratulated Rhett Connolly on doing a fine presentation at Larry Hannum's Memorial Service.

## **BUSINESS**

### **1. Discussion and possible action up to and including passing the 2023-2024 Budget.**

Chief Lockhart reviewed the proposed 2023-2024 Budget. Unfortunately, CKFD's expenses have gone up just like everyone's. Medical insurance, retirement, supplies, fuel, and all the things needed to keep the department running smoothly have all increased dramatically in price since our last budget. In order to meet these rising costs and provide the staff with a 5% salary increase, Chief Lockhart has a proposed a 2023-2024 tax levy rate of 3.50 based on projected costs. 2022-2023 Wildland income brought in \$53,000. With only one Engine Boss our participation in Wildland operations is somewhat limited, however, the Chief hopes to double that income during the 2023-2024 budget year. The legislature has extended our maximum tax levy rate to 3.75. Any end of year budget surplus funds are deposited into our Enterprise Account and keep us solvent until county tax funds begin to appear in November. The Board discussed their reluctance to impose such a dramatically increased tax levy on the district, however, it appears to be unavoidable given the current economic climate. Ron Kotnik moved to accept the proposed 2023-2024 Budget. Doug Frenz seconded the motion.

#### **Vote Results:**

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

**Nays: None**

**Absent: Mark Hendrickson**

### **Future Agenda Items**

1. Budget Enhancement and Documentation
2. Information on Gila County replacing bladders
3. Projection of wildland income for 2023-2024

### **Call to the Public**

Jim Oliver presented his prognosis of CKFD's financial future. As of now he predicts that there are sufficient funds to continue uninterrupted operations for the next two years. Without additional funds

the third year will require a 20% cut in expenses. This would probably result in a cut in services or personnel.

Margot Holmes thanked Chief Lockhart, Rhett Connolly, and Deanna White for managing to keep us debt free. She feels that this is an impressive and important accomplishment.

**Adjournment**

Joanie Price made a motion to adjourn the meeting. Ron Kotnik seconded the motion.

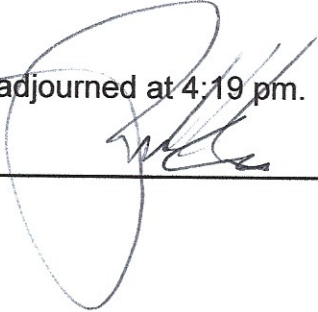
**Vote Results:**

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

**Nays: None**

**Absent: Mark Hendrickson**

The meeting was adjourned at 4:19 pm.

Approved by  on 6-19- 2023



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 May 2023

**FIRES:** **TOTAL FIRES 6**

WILDLAND	0	_____
STRUCTURE	1	_____
VEHICLE	0	_____
CAMPFIRE	1	_____
MUTUAL AID	0	_____
SPECIAL DUTY	1	_____
FALSE ALARM	0	_____
STILL ALARM	0	_____
CANCELLED EN RTE	3	_____

**EMS:** **TOTAL EMS 12**

REGULAR EMS	7	_____	5-ALS/2-BLS)
MVA/EMS	2	_____	
MUTUAL AID	0	_____	
FALSE ALARMS	0	_____	
WALK INS	0	_____	
SPECIAL DUTY	2	_____	
CANCELLED EN RTE	1	_____	

**TOTAL INCIDENTS 18**

**COMMENTS** **TOTAL TRAINING HOURS -104.00** **Target Hours -12.0**





# Christopher Kohl's Fire District

Payson, AZ

This report was generated on 6/2/2023 9:08:57 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: 05/01/2023 | End Date: 05/31/2023

### Connolly, Rhett T

Class Date	Class Category	Class Name	Class Hours
05/03/2023 08:00:00	Engine & Tender Ops	Company - Shift Apparatus Pumping	0:30
05/03/2023 08:30:00	Basic Fire Fighting	Company - SCBA's	0:30
05/03/2023 17:00:00	Physical Fitness	Company - Physical Fitness	2:00
05/04/2023 17:00:00	Physical Fitness	Company - Physical Fitness	2:00
05/09/2023 07:00:00	Basic Fire Fighting	Company- Multi company Live Fire/ MCS 1	4:30
05/09/2023 08:00:00	Engine & Tender Ops	Company - Shift Apparatus Pumping	0:30
05/09/2023 08:30:00	Basic Fire Fighting	Company - SCBA's	0:30
05/09/2023 17:00:00	Physical Fitness	Company - Physical Fitness	2:00
05/10/2023 09:00:00	EMS	Endotracheal tube and Intubations	2:00
05/10/2023 17:00:00	Physical Fitness	Company - Physical Fitness	2:00
05/15/2023 08:00:00	Engine & Tender Ops	Company - Shift Apparatus Pumping	0:30
05/15/2023 08:30:00	Basic Fire Fighting	Company - SCBA's	0:30
05/15/2023 17:00:00	Physical Fitness	Company - Physical Fitness	2:00
05/21/2023 08:00:00	Engine & Tender Ops	Company - Shift Apparatus Pumping	0:30
05/21/2023 08:30:00	Basic Fire Fighting	Company - SCBA's	0:30
05/21/2023 17:00:00	Physical Fitness	Company - Physical Fitness	2:00
05/22/2023 17:00:00	Physical Fitness	Company - Physical Fitness	2:00
05/27/2023 08:00:00	Engine & Tender Ops	Company - Shift Apparatus Pumping	0:30
05/27/2023 08:30:00	Basic Fire Fighting	Company - SCBA's	0:30
05/27/2023 17:00:00	Physical Fitness	Company - Physical Fitness	2:00
05/28/2023 14:00:00	Basic Fire Fighting	fire and ems trainings TS	3:00
05/28/2023 17:00:00	Physical Fitness	Company - Physical Fitness	2:00
<b>Total Classes</b>			<b>22</b>
<b>Total Class Hours</b>			<b>32:30</b>

### Jandayan, Henry

Class Date	Class Category	Class Name	Class Hours
05/09/2023 07:00:00	Basic Fire Fighting	Company- Multi company Live Fire/ MCS 1	4:30
<b>Total Classes</b>			<b>1</b>
<b>Total Class Hours</b>			<b>4:30</b>

### Lynch, Joe L

Class Date	Class Category	Class Name	Class Hours
05/05/2023 19:00:00	Physical Fitness	Cardio	0:33
05/06/2023 13:00:00	Physical Fitness	Cardio	0:40
05/11/2023 16:00:00	Physical Fitness	Cardio	1:00
05/17/2023 10:00:00	Engine & Tender Ops	Company - Apparatus pumping and water supply	2:30
05/17/2023 15:30:00	Engine & Tender Ops	Company - Water supply, pumping and bladder operations	1:15

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.



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05/29/2023 08:30:00	Physical Fitness	Company - Pack Test Agility test	0:46
05/29/2023 13:00:00	Wildland	Wildland- Drip torches/ use and installment	1:00
05/29/2023 14:00:00	Wildland	Quick deploy hose packs WL	2:00
<b>Total Classes</b>			<b>8</b>
<b>Total Class Hours</b>			<b>9:44</b>

**Tutay, Jason R**

Class Date	Class Category	Class Name	Class Hours
05/09/2023 07:00:00	Basic Fire Fighting	Company- Multi company Live Fire/ MCS 1	4:30
<b>Total Classes</b>			<b>1</b>
<b>Total Class Hours</b>			<b>4:30</b>

**White, Sterling**

Class Date	Class Category	Class Name	Class Hours
05/03/2023 08:00:00	Engine & Tender Ops	Company - Shift Apparatus Pumping	0:30
05/03/2023 08:30:00	Basic Fire Fighting	Company - SCBA's	0:30
05/03/2023 17:00:00	Physical Fitness	Company - Physical Fitness	2:00
05/04/2023 08:00:00	Basic Fire Fighting	Company - NFPA 1001 Fire Stream TS	1:00
05/04/2023 13:30:00	ALS/BLS Certs	EMS Cardiac Emergencies Basic TS	1:00
05/04/2023 17:00:00	Physical Fitness	Company - Physical Fitness	2:00
05/05/2023 07:00:00	Engine & Tender Ops	Company - Apparatus pumping	0:30
05/09/2023 07:00:00	Basic Fire Fighting	Company- Multi company Live Fire/ MCS 1	4:30
05/09/2023 08:00:00	Engine & Tender Ops	Company - Shift Apparatus Pumping	0:30
05/09/2023 08:30:00	Basic Fire Fighting	Company - SCBA's	0:30
05/09/2023 14:00:00	EMS	Intraosseous Infusion TS	2:00
05/09/2023 17:00:00	Physical Fitness	Company - Physical Fitness	2:00
05/10/2023 09:00:00	EMS	Endotracheal tube and Intubations	2:00
05/10/2023 17:00:00	Physical Fitness	Company - Physical Fitness	2:00
05/15/2023 08:00:00	Engine & Tender Ops	Company - Shift Apparatus Pumping	0:30
05/15/2023 08:30:00	Basic Fire Fighting	Company - SCBA's	0:30
05/15/2023 13:30:00	EMS	Mega Code and Mega Code ACLS Drugs	2:00
05/15/2023 17:00:00	Physical Fitness	Company - Physical Fitness	2:00
05/16/2023 12:00:00	Basic Fire Fighting	NFPA 1001 Building Construction TS	1:00
05/16/2023 13:00:00	Basic Fire Fighting	NFPA 1001 Forcible entry into a structure TS	1:00
05/16/2023 17:00:00	Physical Fitness	Company - Physical Fitness	2:00
05/17/2023 10:00:00	Engine & Tender Ops	Company - Apparatus pumping and water supply	2:30
05/17/2023 12:30:00	Basic Fire Fighting	NFPA 1001 Firefighter PPE TS	1:00
05/17/2023 15:30:00	Engine & Tender Ops	Company - Water supply, pumping and bladder operations	1:15
05/17/2023 17:00:00	Physical Fitness	Physical Fitness	2:00
05/18/2023 07:00:00	EMS	CARESMSG Protocol review- Fall Injury/ Minor Injury/ Lift Assist	0:30
05/18/2023 07:00:00	EMS	EMS Asthma Part 1, B250 Asthma Part 1 TS	1:00
05/18/2023 07:30:00	EMS	CARESMSG Protocol review- Bronchospasm/ Asthma	0:30
05/21/2023 08:00:00	Engine & Tender Ops	Company - Shift Apparatus Pumping	0:30
05/21/2023 08:30:00	Basic Fire Fighting	Company - SCBA's	0:30
05/21/2023 17:00:00	Physical Fitness	Company - 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.



05/22/2023 17:00:00	Physical Fitness	Company - Physical Fitness	2:00
05/27/2023 08:00:00	Engine & Tender Ops	Company - Shift Apparatus Pumping	0:30
05/27/2023 08:30:00	Basic Fire Fighting	Company - SCBA's	0:30
05/27/2023 17:00:00	Physical Fitness	Company - Physical Fitness	2:00
05/28/2023 14:00:00	EMS	B251 EMS Asthma Part 2 TS	1:00
05/28/2023 17:00:00	Physical Fitness	Company - Physical Fitness	2:00
05/29/2023 13:00:00	Wildland	Wildland- Drip torches/ use and installment	1:00
05/29/2023 14:00:00	Wildland	Quick deploy hose packs WL	2:00
<b>Total Classes</b>			<b>39</b>
<b>Total Class Hours</b>			<b>52:45</b>

<b>Total Personnel:</b>	<b>5</b>
<b>Total Classes:</b>	<b>71</b>

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**MILEAGE****5/31/2023**

<i>VEHICLE</i>	<i>BEGIN</i>	<i>END</i>	<i>TOTAL</i>
B5	162886	164147	1261
E511	66594	67140	546
E516	71018	71018	0
E521	58884	59157	273
E526	48342	48391	49
E531	123244	<i>Out of Service</i>	<i>Out of Service</i>
WT511	16955	17041	86
WT512	<i>Out of Service</i>	<i>Out of Service</i>	<i>Out of Service</i>
WT531	1796	1798	2