

**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 16, 2016 at 5:00 pm at the Fire Station 51 Community Room.

Item #1: Call to Order/Pledge of Allegiance

Call to order 5:00 pm, Monday, May 16, 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

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

BUSINESS

Item #4 Approval of Minutes

A. The Board reviewed the minutes of the Regular Meeting of April 18, 2016. Tom James made a motion to approve the minutes of the Regular Meeting of April 18, 2016 with corrections. Steve Sundra seconded the motion.

Vote Results:

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

Nays: None

B. The Board reviewed the minutes of the Special Meeting of May 11, 2016. Karen Thornton moved to approve the minutes of the Special Meeting of May 11, 2016. Tom James seconded the motion.

Vote Results:

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

Nays: None

Abstain: Jeff Daniels

Item # 4 Reports and Correspondence

A. Chief's Report

Chief Lockhart reviewed call volume, brush loads, public assistance, mileage, and training for April. The Forest Service Contract has been sent to the County Attorney for approval. Deanna White will begin as Administrative Assistant on May 23. The Chief recognized the invaluable assistance Susan Keown has contributed with the thinning grants. Creek Days are scheduled for September 3. The 511 engine has arrived. For more information see the attached Chief's Report.

B. Financial Officers Report

A. Financial Officer, Jeff Daniels, read the financial report for April. Steve Sundra moved to accept the April Financial Report as presented with a date change. Tom James 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 a notice of election for the November 8, 2016 election.

OLD BUSINESS

Item #1 Discussion and possible action on additional information about retirement liability.

Kay Green sent an explanation of future Public Safety Personnel Retirement System liability for fire districts. The District's responsibility is to continue to fund the plan by the required contribution percentage of payroll.

NEW BUSINESS

Item #2 Discussion and possible action on upcoming election packets.

Steve Sundra, Tom James, and Karen Thornton are up for re-election in November. Each received election packets. The Nomination Petition must be printed on legal sized paper. Linda Digman will reprint them and make them available to the candidates.

Item #3 Discussion and possible action on demand letter to Gila County Sheriff regarding ongoing investigations.

Chairman Dawson received an email from Detective Ronald Hanse stating that Detective Garrett, who has been handling the investigations, has been out on a medical leave. The first case may have been sent to the County Attorney for review.

Item #4 Discussion and possible action on AFDA Sample Rules of Procedure for Board Meetings and the possibility of amending our By-Laws to include them.

AFDA's suggestions for Rules of Procedure for Board Meetings will be studied and addressed at the next Board Meeting.

Item #5 Discussion and possible action on Election of Officers.

Tom James nominated Debbie Dawson to serve as Chairman. Steve Sundra seconded the motion.

Vote Results:

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

Nays: None

Debbie Dawson nominated Jeff Daniels to serve as Financial Officer. Tom James seconded the motion.

Vote Results:

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

Nays: Jeff Daniels

Debbie Dawson nominated Karen Thornton to serve as Clerk. Steve Sundra seconded the motion.

Vote Results:

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

Nays: None

Karen Thornton nominated Steve Sundra to serve as Personnel Officer. Tom James seconded the motion.

Vote Results:

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

Nays: None

Item #6 Future Agenda Items

1. Discussion and possible action on a Public Hearing on the 2016/2017 Budget.
2. Discussion and possible action on the final approval of the 2016/2017 Budget.
3. Discussion and possible action on Budget Resolution #119 and the Chairman and Clerk's Certification of the 2016/2017 Budget.
4. Discussion and possible action on two-year budget projection.
5. Discussion and possible action on purchase and installation of data loggers
6. Discussion and possible action on AFDA Sample Rules of Procedure for Board Meetings and the possibility of adopting them or amending our By-Laws to include them
7. Discussion and possible action on the Chief's Evaluation.
8. Discussion and possible action on an Administrative Assistant's Manual prepared by Linda Digman.

Item #7 Call to the Public

No comments.

Item #8 Adjournment

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

Vote Results:

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

Nays: None

The meeting was adjourned at 6:41 pm.

The next regularly scheduled Board Meeting will be on Monday, June 20, 2016 at 6:00 pm.

Approved by _____ on _____ 2016

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 APRIL 2016

<u>FIRES:</u>		<u>TOTAL FIRES</u>	<u>4</u>
WILD LAND	_____		
STRUCTURE	_____		
CAMPFIRE	<u>2</u>		
VEHICULAR	_____		
MUTUAL AID	_____		
SPECIAL DUTY	_____		
FALSE ALARM	<u>1</u>		
BRUSH FIRE	<u>1</u>		
CANCELLED EN RTE	_____		

<u>EMS:</u>		<u>TOTAL EMS</u>	<u>13</u>
REGULAR EMS	<u>7</u> (4 -ALS/3 - BLS)		
VEHICULAR./EMS	<u>2</u>		
MUTUAL AID	_____		
FALSE ALARMS	<u>1</u>		
CONTRACT	_____		
WALK INS	<u>2</u>		
PUBLIC ASSIST	_____		
SPECIAL DUTY	<u>1</u>		
		<u>TOTAL INCIDENTS</u>	<u>17</u>

COMMENTS **TOTAL TRAINING HOURS** **Hours 275 - Kaplan**

MAY 2016

- **FOREST SERVICE CONTRACT HAS BEEN SENT TO THE COUNTY ATTORNEY AND COPIES ARE IN YOUR PACKAGE.**
- **NEW ADMINISTRATIVE ASSISTANT STARTS ON MAY 23.**
- **COUNTUNING WORK ON THE CURRENT THINNING GRANT.**
- **FIREBELLES ARE WORKING TOWARD PUTTING TOGETHER "CREEK DAYS" FOR SEPT. 3, 2016. ANY HELP WOULD BE WELCOME.**
- **EMPLOYEE OUT ON WORKERS COMP. ALL OF MAY, EXPECT HIM BACK IN JUNE.**

MILEAGE

4/30/2016

VEHICLE	BEGIN	END	TOTAL
E531	117683	118045	332
E521	18016	18319	303
E511	out of service		out of service
E526	29600	29612	12
WT512	N/A		N/A
WT511	out of service	10427	?
C511	99807	100026	219
B5	84383	84714	331
R511	5499	5517	18
WT531	N/A		N/A

Christopher Kohl's Fire District

Payson, AZ

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Training Code Hours for Standard for Personnel for Date Range

Passed/Failed: Both Passed and Failed | Personnel: All personnel | Training Standards: All Standards | Start Date: 04/01/2016 | End Date: 04/30/2016

Bramble, Wyatt A

Code Category	Code	Date Completed	Code Hours
ALS/BLS Certifications	1207	04/25/2016	2:00
Total Hours for Bramble, Wyatt A			2:00

Connolly, Rhett T

Code Category	Code	Date Completed	Code Hours
ALS/BLS Certifications	1207	04/25/2016	2:00
EMS	202	04/28/2016	1:00
EMS	202	04/21/2016	4:00
Total Hours for Connolly, Rhett T			7:00

Doss, Benike

Code Category	Code	Date Completed	Code Hours
Wildland (NWCG Classes)	600	04/02/2016	8:00
Total Hours for Doss, Benike			8:00

Doss, Bobbi A

Code Category	Code	Date Completed	Code Hours
Wildland (NWCG Classes)	600	04/02/2016	8:00
Total Hours for Doss, Bobbi A			8:00

Hansen, Mark K

Code Category	Code	Date Completed	Code Hours
Engineer/Tender Ops	906	04/06/2016	2:00
Wildland (NWCG Classes)	600	04/02/2016	8:00
Wildland (NWCG Classes)	607	04/12/2016	7:00
Wildland (NWCG Classes)	607	04/13/2016	7:00
Wildland (NWCG Classes)	607	04/14/2016	7:00
Wildland (NWCG Classes)	607	04/15/2016	7:00
Wildland (NWCG Classes)	607	04/11/2016	8:00
Wildland (NWCG Classes)	614	04/05/2016	1:00
Total Hours for Hansen, Mark K			47:00

Lee, Dale

Code Category	Code	Date Completed	Code Hours
Wildland (NWCG Classes)	607	04/12/2016	7:00
Wildland (NWCG Classes)	607	04/13/2016	7:00
Wildland (NWCG Classes)	607	04/14/2016	7:00
Wildland (NWCG Classes)	607	04/15/2016	7:00
Wildland (NWCG Classes)	607	04/11/2016	8:00
Total Hours for Lee, Dale			36:00

Marsh, Dustin W

This report lists the Training Codes completed for each person in the list over the provided date range, optionally filtered by Personnel, Standards, and Passage or Failure.

Only Classes that have been Reviewed are included.

Code Category	Code	Date Completed	Code Hours
Wildland (NWCG Classes)	600	04/02/2016	8:00
Wildland (NWCG Classes)	607	04/12/2016	7:00
Wildland (NWCG Classes)	607	04/13/2016	7:00
Wildland (NWCG Classes)	607	04/14/2016	7:00
Wildland (NWCG Classes)	607	04/15/2016	7:00
Wildland (NWCG Classes)	607	04/11/2016	8:00
Total Hours for Marsh, Dustin W			44:00

McKinnon, Steve M

Code Category	Code	Date Completed	Code Hours
Wildland (NWCG Classes)	600	04/02/2016	8:00
Total Hours for McKinnon, Steve M			8:00

Shill, Nick

Code Category	Code	Date Completed	Code Hours
Basic Fire Fighter	106	04/10/2016	2:00
Engineer/Tender Ops	906	04/06/2016	2:00
Wildland (NWCG Classes)	600	04/02/2016	8:00
Wildland (NWCG Classes)	607	04/12/2016	7:00
Wildland (NWCG Classes)	607	04/13/2016	7:00
Wildland (NWCG Classes)	607	04/14/2016	7:00
Wildland (NWCG Classes)	607	04/15/2016	7:00
Wildland (NWCG Classes)	607	04/11/2016	8:00
Wildland (NWCG Classes)	614	04/05/2016	1:00
Total Hours for Shill, Nick			49:00

Stluka, Chad

Code Category	Code	Date Completed	Code Hours
Wildland (NWCG Classes)	600	04/02/2016	8:00
Wildland (NWCG Classes)	607	04/12/2016	7:00
Wildland (NWCG Classes)	607	04/13/2016	7:00
Wildland (NWCG Classes)	607	04/14/2016	7:00
Wildland (NWCG Classes)	607	04/15/2016	7:00
Total Hours for Stluka, Chad			36:00

Yungkans, Jeffery D

Code Category	Code	Date Completed	Code Hours
ALS/BLS Certifications	1207	04/25/2016	2:00
Wildland (NWCG Classes)	600	04/02/2016	8:00
Wildland (NWCG Classes)	607	04/12/2016	7:00
Wildland (NWCG Classes)	607	04/13/2016	7:00
Wildland (NWCG Classes)	607	04/14/2016	7:00
Wildland (NWCG Classes)	607	04/15/2016	7:00
Total Hours for Yungkans, Jeffery D			38:00

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