

**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, November 21, 2016 at 3:02 pm at the Fire Station 51 Community Room.

Item #1: Call to Order/Pledge of Allegiance

Call to order 3:02 pm, Monday, November 21, 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
- B. Department Members: Chief Bob Lockhart
Deanna White
Chad Stluka
Mark Hansen

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

BUSINESS

Item #3 Approval of Minutes

A. The Board reviewed the minutes of the Regular Meeting of October 17, 2016. Jeff Daniels made a motion to approve the minutes of the Regular Meeting of October 17, 2016. 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 November 10, 2016. Steve Sundra moved to approve the minutes of the Special Meeting of November 10, 2016 as corrected. Karen Thornton seconded the motion.

Vote Results:

Ayes: Deborah Dawson, Karen Thornton, Steve Sundra,

Abstained: Jeff Daniels, Tom James

Item # 4 Reports and Correspondence

A. Financial Officer's Report

A. Financial Officer, Jeff Daniels, read the financial report for October. Karen Thornton moved to accept the Financial Report for October. Jeff Daniels seconded the motion.

Vote Results:

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

Nays: None

B. Chief's Report

Chief Lockhart reviewed call volume, brush loads, public assistance, mileage, and training for October. Payment has been received for our participation in the Soberanes and Cedar Fires. This resulted in \$70,000 additional funding restitution in excess of our expenses. Chad Stluka has qualified as an Engine Boss. Chief Lockhart has submitted an AFG Grant. These Grants are difficult to get. Paul Gosar will be asked for a letter of support. The Hazardous Fuel Grant is 75% completed. There is a high level of satisfaction with Dakota Logging's work. Joanie Price of Colcord has recruited 26-28 properties for the next fuel grant. Chad Stluka and Joanie Price spoke on that issue. CKFD was on site for the Payson Apartment Complex Fire. Chad Stluka was assigned evacuation of a nearby care facility. The stock trailer accident on

Hwy 260 resulted in a very long and very difficult extraction of the livestock. The snowplow will be ordered soon. CKFD Christmas Party will be on December 15 at The Creekside. For more information, see the attached Chief's Report.

C. Chairman's Report & District Correspondence

The Chairman had nothing to report. The Christopher Creek HOA Children's Halloween Party was a big success. The Chairman thanked Jeff and Dee Daniels for their 14 years of service on the Election Board and Steve Sundra for his more recent service. New Board members' paperwork must be in before the next meeting. AFDA Conference registration should be taken care of soon. Karen Thornton thanked the department for her lovely flowers and card.

Item #1 Discussion and possible action on Chief Lockhart's proposal for earmarking funds in the Capital and Enterprise accounts.

Due to issues with QuickBooks this proposal was not ready. This will be a future agenda item when requested by Chief Lockhart.

Item #2 Discussion and possible action on paying off the loan on R511.

The Board will delay paying off this loan. It is possible that it may be paid off in the future.

Item #3 Discussion and possible action on upgrading E516 from a Type 6 to a Type 3.

The cost for this upgrade will be \$53,555. With the upgrades the truck will hold twice as much water and generate twice as much pressure. The upgraded vehicle will enable us to fill more wildland assignments. The upgraded truck will be outfitted with a plow for winter conditions. Chad Stluka spoke to the issue. Jeff Daniels moved to upgrade E516 from a type 6 to a Type 3 for \$53,555. Steve Sundra seconded the motion.

Vote Results:

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

Nays: None

NEW BUSINESS

Item #4 Discussion and possible action on Hellsgate Certificate of Necessity.

Payson rejected the Certificate of Necessity. Basically, Hellsgate is interested in starting an ambulance service. After much discussion the Board determined that currently there is little interest in this proposal. Mark Hansen spoke to the issue. Karen Thornton made a motion that at this time the CKFD Board does not see a need for an additional Certificate of Necessity. Jeff Daniels seconded the motion.

Vote Results:

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

Nays: None

Item #5 Discussion and possible action on selling the quad and blade.

This will be a future agenda item to declare the quad and blade as surplus and establish a value for sale.

Item #6 Discussion and possible action on Policies and Procedures (40.17 Jury Duty/Court Appearance).

Jeff Daniels moved to approve Policies and Procedures 40.17 Jury Duty/Court Appearance. Tom James seconded the motion.

Vote Results:

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

Nays: None

Item #7 Discussion and possible action on Administrative Assistant position/pay.

Chief Lockhart has budget funding to increase Administrative Assistant, Deanna White's pay rate to \$14.00 per hour. The board was in agreement with this decision.

Item #8 Future Agenda Items

1. Discussion and possible action on declaring the quad and blade as surplus and establishing a value for sale.
2. Discussion and possible action on Election of Officers.
3. Discussion and possible action on a policy for procurement.

Item #9 Call to the Public

The AFDA Conference will be held January 12 – 14, 2017.
The Children's Christmas Party will be December 10 at 2:00.
The Quads and Carts Parade will be December 10 at 6:00.

Item #10 Adjournment

Karen Thornton moved to adjourn. Steve Sundra seconded the motion.

Vote Results:

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

Nays: None

The meeting was adjourned at 5:14 pm.

The next regularly scheduled Board Meeting will be on Monday, December 19, 2016 at 3:00 pm.

Approved by _____ on _____ 2016