

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, November 19, 2018**, at **3:30pm** at the Fire Station 51 Community Room.

Call to Order/Pledge of Allegiance

Call to order 3:30pm, Monday, November 19, 2018, followed by the Pledge of Allegiance.

Roll Call

A. Board Members: Chairman Deborah Dawson
Financial Officer Larry Hannum
Clerk Tom James
Board Member Steve Sundra
Board Member Jeff Daniel

B. Department Members: Chief Bob Lockhart, Administrative Assistant Deanna White, Steve McKinnon, Mark Hansen, Mike Benjamin

C. Members of the Public: Sheila Marcum, Karen Thornton, Ron Kotnik, Debbie Richardson, Tracy Kohlwey, James Oliver, Rod Britain

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

Approval of Minutes

The Board reviewed the Minutes of the Regular Meeting of October 15, 2018. Tom James made a motion to accept October 15, 2018 Minutes and was seconded by Jeff Daniels.

Vote results:

Ayes: Debbie 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 October. Larry read the Financial Report. Board Members Jeff Daniels and Steve Sundra asked several questions about the *General Account*, Chief Lockhart addressed questions. Steve also asked a question regarding the *Profit & Loss vs. Actual*. Chief Lockhart also addressed question. Tom James made a Motion to accept the October 15, 2018 Financial Report and was seconded by Steve Sundra.

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 October. The list below highlights this month's Chief's Report:

- So far, there have been 212 incidents for the year.
- Firebelles Pancake and Burrito Breakfast on October 27th was successful. Sheila Marcum, President of Firebelles, reported a \$1000 + profit.

- Harley Drawing was on October 27th and was won by Rick Swan of Chandler. Chief added that Larry Waltemeyer had reduced the price of the Harley to the Firebelles by a \$1000 allowing a profit of \$2000 for the organization. Also, Chief said that Mr. Swan was very pleased with the Harley.
- Karen Thornton added that the CC HOA Halloween Party was on October 27th and was a success with (+-) sixty kids in attendance.

In addition to the *Chief's Report* bulleted items, the following was discussed:

- Steve asked Chief if there were any contact with the Gila County Sheriff's Office regarding the two, ongoing cases. Chief replied there had been none.
- Chairman Deborah Dawson asked why the Christopher-Kohl's Fire District website was "down." Chief replied the Department knew about the issue and would work to take care of it as soon as possible.

C. Chairman's Report & District Correspondence

Deborah graciously volunteered five room coupons for the Aquarius Casino Resort to the Department for use at the upcoming AFDA Conference.

BUSINESS

Item #1: Discussion and possible action regarding the Canvas of Elections.

Gila County Board of Elections requires form: "Canvas of Elections" verifying election results of open seats on the C-K Fire District Board be signed by Chairman and Clerk and returned to County. Tom James made a Motion to allow Chairman and Clerk to sign "Canvas of Elections" form, verifying election results and was seconded by Larry Hannum.

Vote results:

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

Nays: None

Chairman Deborah Dawson moved **Item #3** next, stating that **Item #2: Discussion of three questions posed by Board to Chief Lockhart during October's Board Meeting and his answers regarding Kay Green's audit engagement letter for the year ended June 30, 2018** would be incorporated during discussion and possible action of **Item #3**.

Item #3: Discussion and possible action regarding Kay Green's audit engagement letter for the year ended June 30, 2018.

After considering the following:

- Two other bids from other auditing companies,
- The fact that Kay Green is about 30% less than the other two,
- C-K District has used Kay Green for the last four years as the District's auditor,
- Much discussion regarding Chief's answers to Agenda **Item #2** questions posed by Board during October's Meeting,

Steve Sundra made a Motion to accept Kay Green's audit engagement letter for the year ended June 2018 and was seconded by Larry Hannum.

Vote results:

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

Nays: Jeff Daniels

Item #4: Discussion and possible action regarding Chief Lockhart's two other bids from auditors.

This Item was also incorporated in discussion and possible action of **Item #3**. In addition, during Board discussion of **Item #3**, Deborah recognized the following Members of the Public:

- James Oliver commented re: bid from Saunders Company, LTD., (as possible auditor replacing Kay Green).
- Karen Thornton replied to Board that Kay Green was physically present at Station 51 for two days and was available for Board Members' possible comments and questions. None showed.
- Debbie Richardson commented that in her experience running a business, this time of year is much too late to look at changing to a new auditor.

Item #5: Discussion and possible action regarding purchasing a replacement apparatus for Engine 531.

Board Member Jeff Daniels brought to the attention of the other Board Members that this was Chief Lockhart's decision based on his M.O.U. Chief said he would keep the Board apprised of his progress. Chief did state he was trying to stay around a cost of \$125 thousand for a replacement apparatus.

Item #6: Discussion and possible action regarding using Brindle Mountain Fire Apparatus to sell Rescue 511.

Chief described Brindle Mountain Fire Apparatus similar to a realtor or bank; Brindle Mountain Fire Apparatus will list the Department's apparatus to the appropriate audience. If sold by this organization, there will be a 10% charge; if sold outright, there is no charge. Rescue 511 has been appraised at \$75,000. Chief will keep the board informed of the progress with the listing and future sale of Rescue 511.

Item #7: Discussion and possible action regarding Policy 10.14 Residency Requirements.

After Board discussion of corrections to **Policy 10.14**, Chief will make changes, revise wording, and bring to Board for further discussion and possible action during the December Board Meeting. No Board action required.

Item #8: Discussion and possible action regarding Policy 30.07 Work Schedule, (Administrative).

Brief Board discussion took place. After revising wording, Chief will also return **Policy 30.07** to Board for discussion and possible action during the December Board Meeting. No Board action required.

Call to the Public:

The following Members of the Public made comments:

- Karen Thornton announced that the Christmas Party will be December 15, 3pm at Landmark. This will be a potluck with the bar open. The food drive also ends this day.
- Ron Kotnik asked Deborah when she noticed the C-K Fire District webpage was "down." Also, he asked if there is a "depreciation schedule" for the apparatus to be sold.

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 4:53pm.

The next regularly scheduled Board Meeting will be on Monday, December 17, 2018, at 3:30 pm.

Approved by _____ on _____ 2018