

NOTICE OF MEETING

The Fire Board of the Christopher-Kohl's Fire District will meet in regular session on **Monday, December 19, 2022, at 3:30pm**. The meeting will be held at the **Fire Station 51 Community Room**. 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 November 21, 2022.

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 November. 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 November.

- Kay Green was at CKFD to complete annual audit on Nov. 7th and 8th.
- Old Engine 511 waiting for valves to come in for repair.
- Update on Station 53 remodel.
- Update on Station 51 Retaining wall.
- CKFD members along with HGFD, PSFD, and PFD attended a regional Hazmat refresher on Nov. 28th.
- CKFD Christmas Party at The Landmark on Dec. 2nd was a success.
- New SCBA's from AFG Grant arrived on December 2nd and are currently being inventoried.
- Firebelles Christmas luncheon for CKFD at Kohls Ranch was very appreciated! Thank you Firebelles!!!
- Chief Lockhart is currently working with the Tonto Apache Tribe on a Gaming Grant.
- Upcoming AFDA Winter Conference in Laughlin, NV Jan. 11th through Jan. 13th.

- Steve McKinnon had a doctor appointment on Nov. 30th. He is scheduled to have surgery again on January 6th. He will be out until further notice.

C. Chairman's Report & District Correspondence

- The Chairman will report on the activities for the District in November.
- 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. Ron Kotnik and Doug Frenz to attest to reading the Open Meeting Law Book 24 hours prior to the meeting and sign the attestation.

Motion: _____ *Second:* _____ *Vote Results:* _____ *Ayes:* _____ *Nays:* _____

2. Swearing in and signing the Oath of Office by Ron Kotnik and Doug Frenz.

Motion: _____ *Second:* _____ *Vote Results:* _____ *Ayes:* _____ *Nays:* _____

3. Discussion and possible action by the Board as required by ARS 16-642 and 16-646. The members of the Board shall elect a Chairman, a Clerk, a Financial Officer and a Sergeant at Arms, all terms to be for one year.

Motion: _____ *Second:* _____ *Vote Results:* _____ *Ayes:* _____ *Nays:* _____

4. Discussion and possible action on possibly selling old Engine 531 to a local resident for \$1000.

Motion: _____ *Second:* _____ *Vote Results:* _____ *Ayes:* _____ *Nays:* _____

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, November 21, 2022 at 3:30 pm at the Fire Station 51 Community Room.

Call to Order/Pledge of Allegiance

Call to order 3:30 pm, Monday, November 21, 2022 followed by The Pledge of Allegiance.

Roll Call

- A. Board Members Present: Chairman Ron Kotnik
Financial Officer Larry Hannum
Clerk Karen Thornton
Sergeant at Arms Doug Frenz
Board Member Joanie Price
- B. Department Members: Chief Bob Lockhart
Administrative Assistant Deanna White
Battalion Chief Rhett Connolly
Captain Steve McKinnon
Captain Jason Tutay

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

BUSINESS

Approval of Minutes

A. The Board reviewed the regular meeting minutes of October 17, 2022. Ron Kotnik made a motion to approve the minutes of the October 17, 2022. Joanie Price seconded the motion.

Vote Results:

Ayes: Ron Kotnik, Larry Hannum, Doug Frenz, Joanie Price, Karen Thornton
Nays: None

Reports and Correspondence

A. Financial Officer's Report

A. Financial Officer Larry Hannum reviewed and read the status of all District bank accounts for October 2022. There was discussion of three checks that Gila County mistakenly debited from the General Account. Tiffiney Tarango has been notified of the error and correction will appear in our November statement.

Karen Thornton moved to approve the October 2022 Financial Reports. Doug Frenz seconded the motion.

Vote Results:

Ayes: Ron Kotnik, Larry Hannum, Doug Frenz, Joanie Price, Karen Thornton
Nays: None

B. Chief's Report

Chief Lockhart discussed Department activity for October 2022. The list below highlights this month's Chief's Report (not in any particular order).

- Update on old Engine 531...Still trying to find a buyer.
- Update on Station 51 remodeling...Work will start on the Chief's office in late October.
- Battalion 5 is back up and running...An electronic device has been installed which should prevent future damage from mice and squirrels.
- Firebelles had a successful Halloween event on Oct. 29....Firefighters helped with setting up, etc.
- Firebelles purchased a Lifepak 15 Defibrillator for \$13,000 which is now in service...This purchase was possible due to a generous Hunter Creek benefactor. Once again, a big thank you to the Firebelles.
- Chief Lockhart returned from vacation on November 3.
- Mark Hansen resigned from CKFD. His last day was November 7.
- Kay Green was at CKFD to complete our annual audit on November 7 and 8....The audit went smoothly.
- Unfortunately Proposition 310 failed.
- Old Engine 511 is waiting for valves to come in for repair.
- The Brush Pit is closed for the season.
- Station 51 remodeling has been completed...The Chief's office was completed while he was on vacation.
- Station 53 remodel...Chief Lockhart is attempting to complete this upgrade without tapping CKFD funds. The upgrade includes a well (\$10,000), Septic (\$32,000), and a bathroom (cost to be determined). Residents in area have shown a willingness to help with a \$10,000 donation. Gila County will match that donation. Currently, there is no bathroom at Station 53.
- Update on Station 51 retaining wall...The contractor plans to begin work on January 9 and predicts that it will take 21 days to finish.
- Received a check from FRUSA in the amount of \$1,212.90.
- CKFD members along with HGFD, PSFD, and PFD will attend a regional Hazmat refresher on November 28...This is minimum training for first responders to enable them to assess and evaluate possible Hazmat situations.
- CKFD Christmas Party at The Landmark on December 2 at 4:30 pm...Chief Lockhart is sponsoring this activity and no district funds will be spent on it.
- New SCBA's from AFG Grant are predicted to arrive first half of December.
- Upcoming AFDA Winter Conference in Laughlin, NV is January 11 – 13. As re-elected members, Doug Frenz and Ron Kotnik, must attend all mandatory classes. Other Board members may select from a variety of classes.
- Recruiting for a replacement for Mark Hansen will begin in January.
- Firebelles invite all CKFD staff and firefighters to a Christmas luncheon on December 10, 11:30 at Kohls Ranch.

C. Chairman's Report & District Correspondence **Gila County Elections Department**

The Chairman had nothing to report.

BUSINESS

No Business items.

Future Agenda Items

1. Swearing in of re-elected Board members Doug Frenz and Ron Kotnik.
2. Election of officers
3. Discussion and possible action regarding Kay Green's Annual Audit Report.

Call to the Public

No comments from the public.

Adjournment

Ron Kotnik made a motion to adjourn the meeting. Larry Hannum seconded the motion.

Vote Results:

Ayes: Ron Kotnik, Larry Hannum, Doug Frenz, Joanie Price, Karen Thornton

Nays: None

The meeting was adjourned at 4:16 pm.

Approved by  on 12-19 2022

**CHRISTOPHER KOHL'S FIRE DISTRICT
FINANCIAL OFFICER REPORT
November 2022**

Capital Account:

Beginning Balance:	262,547.31
Deposits:	295.87(Int)
Warrants Issued:	0
End Balance:	262,843.18
Register Balance	262,843.18__ (Outstanding \$0)

General Account:

Beginning Balance:	374,853.91
Deposits:	91,476.75(See bank rec.)
Warrants Issued:	82,749.72
End Balance:	383,580.94
Register Balance	373,196.03__ (Outstanding -\$10,384.91)

Wells Fargo: Payroll

Beginning Balance:	67,971.14
Deposits:	60,001.22
Checks:	72,677.54
End Balance:	55,294.82
Register Balance	47,839.27__ (Outstanding -\$7,455.55)

Wells Fargo: Enterprise

Beginning Balance	366,454.97
Deposits	1,226.80 (See bank rec.)
Checks:	0.00
End Balance:	367,681.77
Register Balance	367,681.77__ (Outstanding \$0)

Total Register Balances = \$1,051,560.25 + Outstanding \$17,840.46 = Ending Balances of \$1,069,400.71

Approved as read at Board Meeting of December 19, 2022

Clerk/Financial Officer Karen Chantaw

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 November 2022

FIRES: **TOTAL FIRES 1**

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

EMS: **TOTAL EMS 16**

REGULAR EMS 7 _____ 5-ALS/2-BLS)
MVA/EMS 3 _____
MUTUAL AID 0 _____
FALSE ALARMS 0 _____
WALK INS 0 _____
SPECIAL DUTY 5 _____
CANCELLED EN RTE 1 _____

TOTAL INCIDENTS 17

COMMENTS **TOTAL TRAINING HOURS -111.25 Target Hours -7.5**

Christopher Kohl's Fire District

Payson, AZ

This report was generated on 12/13/2022 11:06:25 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: 11/01/2022 | End Date: 11/30/2022

Connolly, Rhett T

Class Date	Class Category	Class Name	Class Hours
11/10/2022 09:00:00	Basic Fire Fighting	Company - Daily SCBA check off.	0:30
11/10/2022 13:00:00	EMS	ACLS REVIEW	3:00
11/10/2022 17:00:00	Physical Fitness	Company- Physical Agility	2:00
11/11/2022 11:00:00	Basic Fire Fighting	Fire Streams, Hoses and appliances	1:38
11/11/2022 14:00:00	EMS	pediatric fluid and airway	1:00
11/16/2022 11:00:00	Engine & Tender Ops	Company - Forward lay water supply	2:00
11/16/2022 13:00:00	EMS	airway lab	2:00
11/22/2022 08:30:00	Basic Fire Fighting	Company - Daily SCBA check off	0:30
11/22/2022 09:30:00	Driver Operator	Company - Area Familiarization	2:00
11/23/2022 15:00:00	Engine & Tender Ops	Company - Tender operation	1:00
11/23/2022 19:00:00	Basic Fire Fighting	Company - Physical Agility	2:00
11/28/2022 08:30:00	EMS	hazmat refresher/ medical CE	8:00
Total Classes			12
Total Class Hours			25:38

Lynch, Joe L

Class Date	Class Category	Class Name	Class Hours
11/04/2022 16:15:00	Basic Fire Fighting	Company - Ladders	3:00
11/14/2022 09:00:00	ALS/BLS Certs	Airway Lab	3:00
11/28/2022 08:30:00	EMS	hazmat refresher/ medical CE	8:00
Total Classes			3
Total Class Hours			14:00

McKinnon, Steve M

Class Date	Class Category	Class Name	Class Hours
11/14/2022 09:00:00	ALS/BLS Certs	Airway Lab	3:00
11/14/2022 13:00:00	OSHA	Sexual Harassment Awareness for Supervisors	2:00
11/14/2022 15:30:00	OSHA	EMS HIPAA Awareness	1:00
11/14/2022 17:00:00	OSHA	NFPA 1500 Bloodborne Pathogens Safety	1:00
11/27/2022 10:30:00	Basic Fire Fighting	Company - Video & Discussion Strategies/Tactics	1:40
11/27/2022 14:00:00	EMS	Company EMS - CARESMDC Protocol Review	1:30
11/28/2022 08:30:00	EMS	hazmat refresher/ medical CE	8:00
Total Classes			7
Total Class Hours			18:10

Minniss, Sean

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.



Class Date	Class Category	Class Name	Class Hours
11/28/2022 08:30:00	EMS	hazmat refresher/ medical CE	8:00
Total Classes			1
Total Class Hours			8:00

Ruiz, Mike

Class Date	Class Category	Class Name	Class Hours
11/27/2022 10:30:00	Basic Fire Fighting	Company - Video & Discussion Strategies/Tactics	1:40
11/27/2022 14:00:00	EMS	Company EMS - CARESMDC Protocol Review	1:30
Total Classes			2
Total Class Hours			3:10

Tutay, Jason R

Class Date	Class Category	Class Name	Class Hours
11/14/2022 09:00:00	ALS/BLS Certs	Airway Lab	3:00
Total Classes			1
Total Class Hours			3:00

White, Sterling

Class Date	Class Category	Class Name	Class Hours
11/04/2022 16:15:00	Basic Fire Fighting	Company - Ladders	3:00
11/10/2022 09:00:00	Basic Fire Fighting	Company - Daily SCBA check off.	0:30
11/10/2022 13:00:00	EMS	ACLS REVIEW	3:00
11/10/2022 17:00:00	Physical Fitness	Company- Physical Agility	2:00
11/11/2022 11:00:00	Basic Fire Fighting	Fire Streams, Hoses and appliances	1:38
11/14/2022 09:00:00	ALS/BLS Certs	Airway Lab	3:00
11/16/2022 11:00:00	Engine & Tender Ops	Company - Forward lay water supply	2:00
11/16/2022 16:00:00	Driver Operator	Fire Industry Driver Operator	2:00
11/17/2022 16:00:00	Basic Fire Fighting	Company - NFPA 1001 Fire Behavior	0:30
11/22/2022 08:30:00	Basic Fire Fighting	Company - Daily SCBA check off	0:30
11/22/2022 09:30:00	Driver Operator	Company - Area Familiarization	2:00
11/23/2022 15:00:00	Engine & Tender Ops	Company - Tender operation	1:00
11/23/2022 19:00:00	Basic Fire Fighting	Company - Physical Agility	2:00
11/28/2022 08:30:00	EMS	hazmat refresher/ medical CE	8:00
Total Classes			14
Total Class Hours			31:08

Yungkans, Jeffery D

Class Date	Class Category	Class Name	Class Hours
11/28/2022 08:30:00	EMS	hazmat refresher/ medical CE	8:00
Total Classes			1
Total Class Hours			8:00

Total Personnel:	8
Total Classes:	41

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.



MILEAGE**11/1/2022**

<i>VEHICLE</i>	<i>BEGIN</i>	<i>END</i>	<i>TOTAL</i>
B5	160803	161316	513
New E511	65347	65542	195
E511	50628	50648	20
E516	70892	70911	19
E521	57544	57853	309
E526	48245	48266	21
E531	123244	<i>Out of Service</i>	<i>Out of Service</i>
WT511	16836	16856	20
WT512	<i>Out of Service</i>	<i>Out of Service</i>	<i>Out of Service</i>
WT531	1779	1784	5