#### **NOTICE OF MEETING**

The Fire Board of the Christopher-Kohl's Fire District will meet in regular session on Monday, ovember 16, 2020, at 3:30pm. The meeting will be held at the Fire Station 51 Community Room. he Board may vote to go into executive session on any agenda item, pursuant to A.R.S. § 38-431.03(A)(3) for legal advice with the District's attorney on matters as set forth in the agenda item. 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		,	approval,	or other action. All
	AGE	NDA		
<ol> <li>CALL TO ORDER (Pledgen)</li> <li>ROLL CALL         A. Board Members     </li> </ol>	ge of Allegiance)	Time:		
<ul><li>B. Department Members</li><li>3. APPROVAL OF MINUTES</li><li>A. Regular Meeting of Oct</li></ul>	S			
Motion: Seco	nd: Vote	Results:	Ayes:	Nays:
4. REPORTS & CORRESPO	NDENCE (No Board	d action will be	taken on corres	pondence items)
<ul> <li>A. Financial Report</li> <li>The Financial Office Possible discussion checks, and/or Prof</li> </ul>	and action on any l	Board concern	ict bank accounts is regarding spec	s for October. cific invoices,
Motion: Secon	nd: Vote	Results	Ayes:	Nays:
<ul> <li>B. Chief's Report on Depair</li> <li>Received a check free Wells Fargo credit of CKFD purchased a</li> </ul>	om FRUSA. ard points.			
<ul><li>C. Chairman's Report &amp; District corresponde</li></ul>	port on the activitie	s for the Distri	ct in October.	
	BUSINE	<u>ss</u>		
The Oath and signing of the doo	cument by the newly	elected Board	d members will ta	ake place.
Motion: Second:	Vote Results	<b>3</b> :	Aves:	Navs:

Ayes: \_\_\_\_

Nays: \_

2. The new Board members shall attest to the fact that they read the OML book.						
Motion:	Second:	Vote Results:	Ayes:	Nays:		
3. Discussion and possible action regarding Christopher-Kohl's Fire District Personnel Policies and Procedures Manual, "Policy 30.04 Time Keeping Requirements."						
Motion:	Second:	Vote Results:	Ayes:	Nays:		
4. Discussion and possible action regarding <u>Christopher-Kohl's Fire District Personnel Policies and Procedures Manual</u> , "Policy 30.05 Overtime Compensation."						
Motion:	Second:	Vote Results:	Ayes:	Nays:		
5. Discussion and Procedures Manua	possible action regar al, "Policy 30.08 Payo	rding <u>Christopher-Kohl's Fir</u> check Distribution."	e District Personnel	Policies and		
Motion:	Second:	Vote Results:	Ayes:	Nays:		
6. Discussion and possible action in reference to the brush trailer.						
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 pers 478-4011 prior to th	on needs any type e scheduled meeti	of accommodation	າ, please notify th	ne Fire District (928)

Agenda's posted by

# MINUTES OF THE REGULAR PUBLIC MEETING OF THE CHRISTOPHER KOHL'S FIRE DISTRICT GOVERNING BOARD.

Regular Meeting of the Christopher Kohl's District Governing Board convene **October 19, 2020**, at **3:30pm** at the Fire Station 51 Community Room.

Call to Order/Pledge of Allegiance

Call to order 3:30pm, October 19, 2020, followed by the Pledge of Allegiance.

Roll Call

A. Board Members:

Chairman Ron Kotnik

Financial Officer Larry Hannum

Clerk Tom James

Board Member Steve Sundra Board Member Sheila Marcum

B. Department Members in attendance: Chief Bob Lockhart, Administrative Assistant Deanna White

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

#### **Approval of Minutes**

The Board reviewed the Minutes of the Regular Meeting of September 21, 2020. No Board discussion took place. Larry made a Motion to approve the Minutes of the Regular Meeting of September 21, 2020, and was seconded by Sheila.

ote results:

Ayes: Steve Sundra, Tom James, Larry Hannum, Ron Kotnik, Sheila Marcum

Nays: None

#### **Reports and Correspondence**

### A. Financial Officer's Report

Larry reviewed the status of all District bank accounts for September. Larry read the Financial Report. Questions with responses, requests, and comments:

From Profit & Loss vs. Actual, pages 1 and 3, Steve asked why "Fire Recovery" was listed
on both pages. Chief Lockhart explained that one is expense and one income.
Shelia made a Motion to approve September's Financial Report and was seconded by Tom.

Vote results:

Ayes: Steve Sundra, Tom James, Larry Hannum, Ron Kotnik, Sheila Marcum

Nays: None

#### B. Chief's Report

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

Chief reported the District received a check from FRUSA for \$631.00.

 Members of the Department attended a memorial service for Nancy Corley on October 10<sup>th</sup> at The Landmark. Sheila commented two Department employees attended.

 Chief announced the Brush pit will be closing October 31st, and the brush trailer service will also shut down on same date. Administrative Assistant White added she just booked last openings through 10/31.

Regarding the "Incident #" list and the incident on 9/7/2020 where Stluka and Tutay were

called for a building fire, Ron asked Chief where this took place. Chief responded that it was a call out of District. Next, Steve asked if the reason WT531 is at Station 51 is to be ready for immediate use.

C. Chairman's Report & District Correspondence

Two informational documents were in Board members' packets: "GILA COUNTY DEPARTMENT OF ELECTIONS, Subject: 2020 Candidates and Newly Appointed as if Elected Governing Board Members" and an ORDER. As for the first document, Ron explained there will be three appointments to the CKFD Board, and their appointments will take effect on December 1, 2020.

In regards to the second correspondence listed above, Ron asked Chief to read the ORDER. After Chief read the ORDER, he added that during the December 2020 Board meeting, Governing Board Member Appointments 2020-2024 will each be sworn in, *and* each will swear he/she has read the "Open Meeting Law" booklet.

Before, Election certificates will be passed out as well as the OML handbook to three appointments.

#### **BUSINESS**

Item #1: Discussion and possible action regarding Chief Lockhart's plans to change credit card limits.

Chief Lockhart gave plans to raise credit card limits, number of credit cards, and to whom they will be assigned. The following entries were pointed out by Chief:

Chad Stluka is our only Engine Boss at this time.

Mike Lindsay and Ben Perry will both earn "Engine Boss" this year.

- Wells Fargo must have names of employees who will be assigned credit cards in order to increase limits.
- Chief reminded Board he is not changing budget at all.
- One Advantage to his plans is that there will be three Engine Bosses for Wildland assignments.
- Credit card limits for the listed five employees will be \$6000: Chief Lockhart, Ben Perry, Rhett Connolly, Chad Stluka, and Mike Lindsay. District Mechanic Dave Adkins' credit card limit will be at \$4000. The total limit for the six credit cards is \$34,000. Ron asked why Wells Fargo and not Chase? Chief replied basically the County had monies with Chase and that the Bank's client(s) are (literally) Board members.

Sheila made a Motion to change the credit card limits and was seconded by Larry.

#### Vote Results:

Ayes: Steve Sundra, Tom James, Larry Hannum, Ron Kotnik, Sheila Marcum

Nays: None

Information on future Agenda Items.

Steve would like to return to reviewing and revising, if necessary, a trio of *Policies and Procedures*. Also, Board members asked Chief to research if there are any perks the Bank offers the District for the new credit cards and their limits.

#### all to the Public:

Debbie Richardson was recognized by the Chairman. She asked if the credit card limits were truly high enough. Chief responded.

Steve made a Motion to adjourn meeting and was seconded by Sheila.

ote Results:

Ayes: Steve Sundra, Tom James, Larry Hannum, Ron Kotnik, Sheila Marcum

Nays: None

The meeting adjourned at 4:15 pm.

The next regularly scheduled Board Meeting will be on Monday, November 16, 2020, at 3:30 pm.

Approved by

#### CHRISTOPHER KOHL'S FIRE DISTRICT FINANCIAL OFFICER REPORT October 2020

Capital Account:		
Sapital Account.	Beginning Balance:	302,820.42
	Deposits:	(Int \$137.13)
	Warrants Issued:	0
	End Balance:	302,957.55
	Register Balance	302,957.55 (Outstanding \$0)
General Account:	Beginning Balance:	70,560.98
	Deposits:	303,417.10 (Int \$58.17/Taxes \$303,358.93)
	Warrants Issued:	5,783.02
	End Balance:	368,195.06
	Register Balance	368,128.95 (Outstanding \$-66.11)
Wells Fargo: Payroll	Beginning Balance:	24,229.60
	Deposits:	80,000.33
(3)	Checks:	55,929.21
	End Balance:	48,300.72
	Register Balance	48,030.20 (Outstanding -270.52)
Wells Fargo: Enterprise	Beginning Balance	560,287.94
	Deposits:	635.40 (FRUSA \$631.02/Int. \$4.38)
	Checks:	80,000.00
	End Balance:	480,923.34
	Register Balance	480,923.34 (Outstanding \$0)
Total Register Balances = \$1,200,040.04	+ Outstanding \$336.63 = E	nding Balances of \$1,200,376.67
Approved as read at Board Meeting of	11.16.2020	
Approved as read at Board Meeting of	Lay ( Hame	
	T .	

#### 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 October 2020

FIRES:	INCIDENT REPORT FOR	October 2020 TOTAL FIRES 9
WILDLAND	2	
STRUCTURE	1	
VEHICLE	2	
CAMPFIRE	0Illegal campfire	
MUTUAL AID	0	
SPECIAL DUTY	3	
FALSE ALARM	1	
STILL ALARM	0	
CANCELLED EN RTI	Ε 0	
EMS:		TOTAL EMS 13
REGULAR EMS	7	(5-ALS/2-BLS)
MVA/EMS	2	
MUTUAL AID	0	
FALSE ALARMS	0	
WALK INS	2	
SPECIAL DUTY	1	
CANCELLED EN RTE	1	
		TOTAL INCIDENTS 22
COMMENTS	TOTAL TRAINING HOL	IDS 74.00 H
	TOTAL TRAINING HOU	JRS -74.00 Hours 5.50 Target

DATE	INCIDENT #	DESCRIPTION-EMS	FIREFIGHTERS	Oct 20
10/1/2020	20-188	Canc en Route	Stluka/Foradory	Oct-20
10/3/2020	20-189	Walk-In	Connolly/McKinnon	
10/5/2020	20-190	Walk-In	Hansen/Perry	
10/5/2020	20-191	MVA	Hansen/Perry	
10/8/2020	20-192	EMS/BLS	Perry/Ruiz	
10/8/2020	20-193	MVA	Perry/Ruiz	
10/8/2020	20-194	False Alarm	Perry/Ruiz	
10/9/2020	20-195	EMS/BLS	Connolly/Ruiz	
10/14/2020	20-196	Fire	Stluka/Lindsey	
10/15/2020	20-197	Special Duty	Connolly/McKinnon	
10/18/2020	20-198	EMS/ALS	Hansen/Perry	
10/23/2020	20-199	Fire (Vehicle)	Hansen/McKinnon/Lockhart/Elston	
10/23/2020	20-200	EMS/ALS	Hansen/McKinnon//Elston	
10/24/2020	20-201	Fire (Vehicle)	Connolly/Hansen	
10/26/2020	20-202	Fire (Building)	Stluka/Lynch	
10/27/2020	20-203	Fire (Wildland)	Connolly/McKinnon	
10/28/2020	20-204	Special Duty	Connolly/McKinnon	
10/29/2020		Special Duty	Hansen/Foradory	
10/30/2020		EMS/ALS	Hansen/Foradory/Lockhart	
10/30/2020	20-207	Special Duty	Hansen/Foradory	
10/31/2020		EMS/ALS	Hansen/Foradory	
10/31/2020		EMS/ALS	Hansen/Foradory	
			Than belly Fordably	
	-			

## Christopher Kohl's Fire District

Payson, AZ

This report was generated on 11/11/2020 8:43:28 AM



es Completed by Personnel

Passed/Failed: Both Passed and Failed | Training Code(s): All Training Codes | Class Category: All Categories |

onnolly, Rhett T		): All Training Codes   Class Category: All Cat te: 10/01/2020   End Date: 10/31/2020	
Class Date	Class Category		
10/24/2020 11:00:00	овна объективного при	Class Name	Class Hours
10/27/2020 10:00:00	Special Ops	Target Solutions - Sexual Harassment	1:00
10/27/2020 11:00:00	Basic Fire Fighting	Monthly Company - Table Scenario: hazmat	1:00
10/27/2020 12:00:00	Special Ops	Company - Policy review	1:00
	CONTINUE AND DESCRIPTION OF THE ACCOUNT AND ACCOUNT AND ACCOUNT AND ACCOUNT AND ACCOUNT AND ACCOUNT ASSOCIATION ASSOCIATION AND ACCOUNT AND ACCOUNT ASSOCIATION AS	Company - Hazmat ERG review	1:00
10/27/2020 15:00:00	Leadership/ICS	Company - Firehouse - Leadership in the fire service	1:00
10/27/2020 18:00:00	EMS	EMS - Protocol review: Sepsis	1:00
10/27/2020 20:30:00	Driver Operator	Company - VEIS	1:00
10/28/2020 13:00:00	Basic Fire Fighting	Company - SCBA Donning for time	1:00
10/28/2020 14:00:00	Basic Fire Fighting	Company - RIT bag and buddy breathing	1:30
10/28/2020 17:30:00	Basic Fire Fighting	Company - Skill sign off: Mayday	1:00
10/28/2020 18:30:00	Engine & Tender Ops	Company - Hydraulic calculations	menting services and the state of the state
		Total Classes	1:00
		Total Class Hours	11
radory, Andres		Total Class Hours	11:30
Class Date	Class Category		
0/20/2020 40-00-00	The state of the s	Class Name	Class Hours
.0/29/2020 10:00:00	Engine & Tender Ops	Company - Hydraulic Calculation and pump theory	2:00
10/30/2020 10:30:00	Basic Fire Fighting	Company - SCBA breathdown and RIT operations	3:00
		Total Classes	
nsen, Mark K		Total Class Hours	5:00
Class Date			
10/05/2020 10:00:00	Class Category	Class Name	Class Hours
ALL DESTRUCTION OF THE OWNERS AND PROPERTY OF THE PROPERTY OF	Special Ops	Monthly Company - Table scenario: Hazmat	2:00
10/05/2020 14:30:00	EMS	Target Solutions - Alcohol related emergnecies	1:30
10/12/2020 11:00:00	MCS	Monthly Company - MCS Drill	2:00
10/17/2020 10:00:00	OSHA	Target Solutions - Sexual Harassment	1:00
10/23/2020 09:30:00	Special Ops	Monthly Company - Table scenario: Hazmat	1:30
10/29/2020 10:00:00	Engine & Tender Ops	Company - Hydraulic Calculation and pump theory	2:00
10/29/2020 10:00:00	Engine & Tender Ops  Basic Fire Fighting	Company - Hydraulic Calculation and pump theory  Company - SCBA breathdown and RIT operations	2:00
		theory  Company - SCBA breathdown and RIT	
10/30/2020 10:30:00		theory Company - SCBA breathdown and RIT operations	3:00
10/30/2020 10:30:00  Kinnon, Steve M		theory  Company - SCBA breathdown and RIT operations  Total Classes	3:00
10/30/2020 10:30:00 <u>Cinnon, Steve M</u> <u>Class Date</u>		theory  Company - SCBA breathdown and RIT operations  Total Classes	3:00 7 13:00
10/30/2020 10:30:00  Kinnon, Steve M	Basic Fire Fighting	Company - SCBA breathdown and RIT operations  Total Classes  Total Class Hours	3:00

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.



10/27/2020 11:00:00	Basic Fire Fighting	Company - Policy review	1:00
10/27/2020 12:00:00	Special Ops	Company - Hazmat ERG review	1:00
10/27/2020 15:00:00	Leadership/ICS	Company - Firehouse - Leadership in the fire service	1:00
10/27/2020 18:00:00	EMS	EMS - Protocol review: Sepsis	4.00
10/27/2020 20:30:00	Driver Operator	Company - VEIS	1:00
10/28/2020 09:30:00	EMS	Target Solutions - Pulmonary Embolism	1:00
10/28/2020 10:30:00	EMS	Target Solutions - Pediatric Respiratory Emergencies	1:00
10/28/2020 13:00:00	Basic Fire Fighting	Company - SCBA Donning for time	1:00
10/28/2020 14:00:00	Basic Fire Fighting	Company - RIT bag and buddy breathing	1:30
10/28/2020 17:30:00	Basic Fire Fighting	Company - Skill sign off: Mayday	
10/28/2020 18:30:00	Engine & Tender Ops	Company - Hydraulic calculations	1:00
	The second of th	Total Classes	1:00
			13
Perry, Ben		Total Class Hours	14:00
Class Date	Class Category		The state of the s
10/05/2020 10:00:00	Special Ops	Class Name	Class Hours
10/06/2020 09:00:00	Wildland	Monthly Company - Table scenario: Hazmat	2:00
10/06/2020 20:00:00	Physical Fitness	Other - Wildland Fuels training	2:00
10/07/2020 12:00:00	Basic Fire Fighting	Physical Fitness	4:00
10/08/2020 13:00:00	Basic Fire Fighting	Other - Fire rescue: Lessons learned	1:30
10/12/2020 11:00:00	MCS	Company - Fire Attack	1:00
10/17/2020 11:30:00	Wildland	Monthly Company - MCS Drill	2:00
ANN CONTROL OF THE STATE OF THE	AMINISTER	Other - Wfstar Training	1:00
CONTRACTOR OF THE CONTRACTOR AND THE CONTRACTOR OF THE CONTRACTOR		Total Classes	7
uiz, Mike		Total Class Hours	13:30
10/08/2020 13:00:00	Class Category	Class Name	Class Hours
10/00/2020 13:00:00	Basic Fire Fighting	Company - Fire Attack	1:00
		Total Classes	1
		Total Class Hours	1:00
tluka, Chad			
Class Date	Class Category	Class Name	Clase Hours
Class Date 10/13/2020 15:00:00	Class Category Basic Fire Fighting	Class Name  Monthly Company - SCBA breathdown	Class Hours
Class Date 10/13/2020 15:00:00 10/14/2020 07:00:00	THE RESIDENCE OF THE PROPERTY	Monthly Company - SCBA breathdown	2:00
Class Date 10/13/2020 15:00:00 10/14/2020 07:00:00 10/19/2020 12:00:00	Basic Fire Fighting	Monthly Company - SCBA breathdown Company Training - Drafting operations	2:00 3:00
Class Date 10/13/2020 15:00:00 10/14/2020 07:00:00	Basic Fire Fighting Engine & Tender Ops	Monthly Company - SCBA breathdown Company Training - Drafting operations Company - TIC camera training	2:00 3:00 1:00
Class Date 10/13/2020 15:00:00 10/14/2020 07:00:00 10/19/2020 12:00:00	Basic Fire Fighting Engine & Tender Ops Basic Fire Fighting	Monthly Company - SCBA breathdown Company Training - Drafting operations Company - TIC camera training EMS - BLS Basic Skills	2:00 3:00 1:00 2:00
Class Date 10/13/2020 15:00:00 10/14/2020 07:00:00 10/19/2020 12:00:00	Basic Fire Fighting Engine & Tender Ops Basic Fire Fighting	Monthly Company - SCBA breathdown Company Training - Drafting operations Company - TIC camera training EMS - BLS Basic Skills Total Classes	2:00 3:00 1:00 2:00 4
Class Date 10/13/2020 15:00:00 10/14/2020 07:00:00 10/19/2020 12:00:00 10/19/2020 16:00:00	Basic Fire Fighting Engine & Tender Ops Basic Fire Fighting	Monthly Company - SCBA breathdown Company Training - Drafting operations Company - TIC camera training EMS - BLS Basic Skills	2:00 3:00 1:00 2:00
Class Date 10/13/2020 15:00:00 10/14/2020 07:00:00 10/19/2020 12:00:00 10/19/2020 16:00:00	Basic Fire Fighting Engine & Tender Ops Basic Fire Fighting EMS	Monthly Company - SCBA breathdown Company Training - Drafting operations Company - TIC camera training EMS - BLS Basic Skills Total Classes Total Class Hours	2:00 3:00 1:00 2:00 4 8:00
Class Date  10/13/2020 15:00:00  10/14/2020 07:00:00  10/19/2020 12:00:00  10/19/2020 16:00:00	Basic Fire Fighting Engine & Tender Ops Basic Fire Fighting EMS  Class Category	Monthly Company - SCBA breathdown Company Training - Drafting operations Company - TIC camera training EMS - BLS Basic Skills Total Classes Total Class Hours  Class Name	2:00 3:00 1:00 2:00 4 8:00
10/13/2020 15:00:00 10/14/2020 07:00:00 10/19/2020 12:00:00 10/19/2020 16:00:00 Itay, Jason R Class Date	Basic Fire Fighting Engine & Tender Ops Basic Fire Fighting EMS	Monthly Company - SCBA breathdown Company Training - Drafting operations Company - TIC camera training EMS - BLS Basic Skills Total Classes Total Class Hours	2:00 3:00 1:00 2:00 4 8:00

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.



10/19/2020 16:00:00	FRAO.	This is a supplied and a supplied to the suppl		
STORAGE TO COMPANY AND ADDRESS OF THE STORAGE TO COMPANY AND ADDRESS O	EMS	EMS - BLS Basic Skills	2:00	
descention for the contraction of the production of the contraction of	TO SERVING THE A SECURITY OF A SECURITY OF SECURITY CONTROL TO THE SECURITY OF A SECUR	Total Classes	4	
	DIVENTION FOR THE CONTRACT OF THE STATE OF T	Total Class Hours	8:00	

THE RESIDENCE OF THE PROPERTY		
Total Personnel:	8	Maria Commission (Albanian Anna Anna Anna Anna Anna Anna Anna
Total Classes:	49	
	Control of the Contro	



**MILEAGE** 

10/31/2020

	T T		10/01/2020
VEHICLE	BEGIN	END	
E531	122329	122509	180
E521	47129		
E511	44079		
E526	44177	44196	, , , , , ,
WT512	N/A	N/A	N/A
WT511	15761	15798	37
E516	70516	70526	10
B5	145059	145951	
WT531	1559		892
	1339	1571	12

#### NOTICE OF MEETING

The Fire Board of the Christopher-Kohl's Fire District will meet in regular session on Monday, ctober 19, 2020, 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)(3) for legal advice with the District's attorney on matters as set forth in the agenda item. 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.

ny variab ems are s	les thereto, wi set for possible	Il be subject to Boa e action.	rd consideration, disc	ussion, approval,	or other action. A
			AGENDA		
1. CAL	L TO ORDER	R (Pledge of Allegia	nce)		
A. E	L CALL Board Member Department Me	-			
	ROVAL OF M egular Meetin	<b>IINUTES</b> g of September 21,	2020.		
Moti	on:	Second:	Vote Results:	Ayes:	Nays:
Λ. Ι	The Financia Possible dis	n al Officer will reviev	No Board action will be the status of all Distron on any Board concerr atements.	ict bank accounts	s for September
Motio	on:	Second:	Vote Results:	Ayes:	Nays:
B. Ch	Received a of Members of 10th at The La	andmark.	ity for September. for \$631.00 ended a memorial ser ober 31 <sup>st</sup> and the brush		

- C. Chairman's Report & District Correspondence
  - The Chairman will report on the activities for the District in September.
  - District correspondence will be acknowledged.
  - CKFD received Election certificates and they will be passed out as well as the OML handbook.

## **BUSINESS**

	Discussi limits.	on and possible act	ion regarding Chief I	Lockhart's plans	to change credit ca	ard
٨	flotion:	Second:	Vote Results:	Ayes:	<i>Nays</i> :	
lı g	nformation on fu iven to the Chief	<b>iture Agenda Items</b> for action, further in	s. Items may be place formation, or review	ed on the Agend	la for a future mee	ting or
		(No Board actio	CALL TO THE PUI on will be taken on ca	BLIC all to the public it	ems)	
	Each speaker comments to to item raised in the respond to critic or that the matter	will be allowed thr the board. The Fire he call to the public. cism directed to ther er be placed on a fu	leration and discussine Fire District Board ree minutes, one tindicate minutes, one tindicated by the Board is not the Board and the Board is the Board is the Board is the Firing the Call to the Point Inc.	need not requence ne per meeting, permitted to dis Board members pard may direct to the District Board	est permission in act to present their cuss or take action may be permitted hat staff review the	dvance.  on any to matter
	6. ADJOURNM	ENT				
	Motion:	Second:	Vote Results:	Ayes:	Nays:	_
Tir	ne of adjournmer	nt:				
lf a 47	any disabled per 8-4011 prior to t	rson needs any typ the scheduled mee	e of accommodati ting time.	on, please noti	fy the Fire District	(928)

Agenda's posted by

On 10/15/20

## MINUTES OF THE REGULAR PUBLIC MEETING OF THE CHRISTOPHER KOHL'S FIRE DISTRICT GOVERNING BOARD.

Regular Meeting of the Christopher Kohl's District Governing Board convened September 21, 2020, at 3:30pm at the Fire Station 51 Community Room.

Call to Order/Pledge of Allegiance

Call to order 3:30pm, September 21, 2020, followed by the Pledge of Allegiance.

#### Roll Call

A. Board Members:

Chairman Ron Kotnik (absent) Financial Officer Larry Hannum

Clerk Tom James

Board Member Steve Sundra Board Member Sheila Marcum

(Note: With Ron's absence, Steve was acting Chairman; Tom continued with only taking notes for Minutes of meeting.)

- B. Department Members in attendance: Chief Bob Lockhart, Administrative Assistant Deanna White, Steve McKinnon (EMT), Captain Rhett Connolly (Medic)
- C. Members of the Public in attendance: Doug Frenz, Karen Thornton, James Oliver, Olive Ramirez

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

#### Approval of Minutes

The Board reviewed the Minutes of the Regular Meeting of August 17, 2020. Regarding August's Financial Report, Steve asked Chief Lockhart a question regarding the monies from the County and whether or not all \$116,000 had been returned to our accounts. Chief responded that "all monies have been returned." (The quoted part of last sentence was added to August's Minutes, "Financial Officer's Report" page 2, after the word "forthcoming.") Larry made a Motion to approve the Minutes of the Regular Meeting of August 17, 2020, and was seconded by Sheila. Vote results:

Ayes: Steve Sundra, Tom James, Larry Hannum, Sheila Marcum

Nays: None

## **Reports and Correspondence**

## A. Financial Officer's Report

Larry reviewed the status of all District bank accounts for August. Larry read the Financial Report. Questions with responses, requests, and comments:

- From FINANCIAL OFFICER REPORT, "Total Register Balances," Steve made the comment that the "Ending Balances of \$950,737.31," is very healthy. He also asked if Wildland fires has added a great amount. Chief replied.
- From General Account, Steve asked why the District was paying for two rubbish removal companies, Waste Management and Road Runner Rubbish. Chief responded the District just switched from one to the other.

Shelia made a Motion to approve August's Financial Report and was seconded by Tom. Vote results:

Ayes: Steve Sundra, Tom James, Larry Hannum, Sheila Marcum

Nays: None

. Chief's Report

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

- The August 19<sup>th</sup> deadline had passed for candidate applications for the November 3<sup>rd</sup> election. Of the three openings, two incumbents remain for another term and one was replaced by Ms. Karen Thornton.
- The new CKFD website was published on September 4<sup>th</sup> and went live on September 5<sup>th</sup> after switching from Go Daddy to Square Space.
- CKFD's email was down from September 4<sup>th</sup> through September 16<sup>th</sup>. Chief thanked Rhett and Steve for their assistance getting email functional again and for a job well done on new website.
- The temporary bypass on Colcord Road (FSR 291) for the Bridge over Gordon Creek will take place September 17-26. Engineers certified that CKFD emergency vehicles can traverse via bypass.
- The District has received a check in August from Fire Recovery for a little less than \$500.00. Chief added that collecting monies is a bit slow, but we are at a 100% collection rate, so far.

C. Chairman's Report & District Correspondence

All Board members received a handout, 2021 Winter Conference Announcement in their packets. Acting Chairman, Steve, with Chief's help, made clear what two incumbents and new Board member can do to meet Statutory training requirements.

#### BUSINESS

Item #1: Further discussion and possible action regarding amending and possible adopting the By-Laws of the Christopher Kohl's Fire District, Article III, Section 2 Board Organization and meetings, and Article IV Section 1 "Officers and Personnel of the District and Department" (Amended 7/20/2015) to include a Sergeant at Arms as a District Officer.

Sheila made a Motion to amend and adopt the By-Laws of the Christopher Kohl's Fire District, Article III, Section 2 Board Organization and meetings, and Article IV Section 1 "Officers and Personnel of the District and Department" (Amended 7/20/2015) to include a Sergeant at Arms as a District Officer. The motion was seconded by Larry.

Vote Results:

Ayes: Steve Sundra, Tom James, Larry Hannum, Sheila Marcum

Nays: None

Item #2: Discussion and possible action on electing a member of the Board to temporarily fill the position of the Sergeant at Arms. The Board member elected to serve as a Sergeant at Arms shall serve until the next scheduled Board election (this November).

Sheila expressed an interest to temporarily fill this position and made a motion on electing herself as Sergeant at Arms. The motion was seconded by Larry.

Vote Results:

Ayes: Steve Sundra, Tom James, Larry Hannum, Sheila Marcum

Nays: None

Information on future Agenda Items.

Chief Lockhart said he would like to address Board regarding changing credit card limits.

#### Call to the Public:

James Oliver asked why on Financial Officer Report, August 2020, "Wells Fargo: Payroll," shows \$80,000.39 instead of just \$80,000. Administrative Assistant, Deanna, replied it was an interest mount.

Doug Frenz thanked the District for completing the Firewise Grant work.

Sheila made a Motion to adjourn meeting and was seconded by Larry.

Vote Results:

Ayes: Steve Sundra, Tom James, Larry Hannum, Sheila Marcum

Nays: None

The meeting adjourned at 4:05 pm/

The next regularly scheduled Board Meeting will be on Monday, October 19, 2020, at 3:30 pm.

on 10-11 — 2020

Approved by

#### CHRISTOPHER KOHL'S FIRE DISTRICT FINANCIAL OFFICER REPORT September 2020

Capital Account:		Beginning Balance:	302,015.28		
		Deposits:	(Int \$805.14)		
		Warrants Issued:	0		
		End Balance:	302,820.42		
		Register Balance	302,820.42 (Outstanding \$0)		
General Account:					
General Account.		Beginning Balance:	81,593.53		
		Deposits:	2,371.89(Int \$439.91/Taxes \$1,931.98)		
		Warrants Issued:	13,404.44		
		End Balance:	70,560.98		
-		Register Balance	70,539.58 (Outstanding \$-21.40)		
Wells Fargo: Payroll		Beginning Balance:	45,900.37		
		Deposits:	40,000.32		
		Checks:	61,671.09		
		End Balance:	24,229.60		
		Register Balance	21,288.76 (Outstanding -2,940.84)		
Wells Fargo: Enterprise	2	Beginning Balance	521,228.13		
		Deposits:	79,059.81(See Bank Statement)		
	End Balance:	Checks: 560,287.94	40,000.00		
		Register Balance	560,287.94(Outstanding \$0)		
Total Register Balances = \$954,936.70 + Outstanding \$2,962.24 = Ending Balances of \$957,898.94					
Approved as read at Board Meeting of					
lerk/Financial Officer					
	- 1				

#### 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 September 2020

FIRES:	INCIDENT REPORT FOR	TOTAL TIME
WILDLAND	0	
STRUCTURE	1	
VEHICLE	0	
CAMPFIRE	0Illegal campfire	
MUTUAL AID	0	
SPECIAL DUTY	3	
FALSE ALARM	0	
STILL ALARM	0	
CANCELLED EN R'	TE 0	
EMS:		TOTAL EMS 17
REGULAR EMS	10	(8-ALS/2-BLS)
MVA/EMS	2	
MUTUAL AID	0	
FALSE ALARMS	0	
WALK INS	3	
SPECIAL DUTY	1	
CANCELLED EN RT	E 1	
		TOTAL INCIDENTS 21
COMMENTS	TOTAL TRAINING HO	URS -52.00 Hours 13.50 Target
		IIouis 15.50 Laiget

DATE	INCIDENT #	DESCRIPTION-EMS	FIREFIGHTERS	San 20
9/1/2020	20-167	EMS/ALS	Hansen/Perry	Sep-20
9/4/2020	20-168	EMS/ALS	Connolly/McKinnon	
9/6/2020	20-169	Walk-In	Hansen/Perry/Elston	· · · · · · · · · · · · · · · · · · ·
9/7/2020	20-170	Fire (Building)	Stluka/Tutay	
9/13/2020	20-171	Walk-In	Hansen/Stluka	
9/14/2020	20-172	EMS/ALS	Stluka/Tutay	
9/15/2020	20-173	MVA	Connolly/McKinnon	
9/15/2020	20-174	EMS/ALS	Connolly/McKinnon/Elston	
9/18/2020	20-175	EMS/ALS	Hansen/Perry	
9/18/2020	20-176	EMS/ALS	Hansen/Perry/Elston	
9/19/2020	20-177	Walk-In	Stluka/Foradory	
9/19/2020	20-178	Special Duty	Stluka/Foradory	
9/22/2020		EMS/BLS	Connolly/McKinnon	
9/24/2020	20-180	Special Duty	Connolly/McKinnon/Hansen	
9/25/2020		Canc en Route	Hansen/Lockhart	
9/25/2020		EMS/ALS	Hansen/Ruiz	
9/26/2020	20-183	EMS/ALS	Stluka/Foradory	
9/26/2020	20-184	Special Duty	Stluka/Foradory	
9/27/2020		MVA	Stluka/Foradory	
9/27/2020	20-186	Special Duty	Stluka/McKinnon	
9/27/2020	20-187	EMS/BLS	Stluka/McKinnon	

## Christopher Kohl's Fire District

Payson, AZ

This report was generated on 10/12/2020 3:36:00 PM



cr es 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: 09/01/2020 | End Date: 09/30/2020

Connolly, Rhett T		ate: 09/01/2020   End Date: 09/30/2020	
Class Date	Class Category	Class Name	Class Us
09/03/2020 10:00:00	Basic Fire Fighting	Company - Youtube video review car fires	Class Hour
09/03/2020 13:00:00	Leadership/ICS	Company - Officer scenarios	1:00
09/03/2020 15:00:00	Basic Fire Fighting	Company - START triage	2:00
09/04/2020 14:30:00	MCS	Monthly Company - MCS #5	1:00
09/21/2020 10:00:00	Basic Fire Fighting	A STATE OF THE PROPERTY OF THE	1:30
09/21/2020 13:00:00	21/2020 13:00:00 Paris 5: 5: 5: 5: 5: 5: 5: 5: 5: 5: 5: 5: 5:		3:00 1:00
09/21/2020 15:00:00	Basic Fire Fighting	company - skill sheets	
09/22/2020 18:00:00 MCS		Company - Skill sheet	1:00
	Management and the second of the contract of t	Monthly Company - MCS #4 night drill	1:30
09/28/2020 09:30:00 EMS		EMS - Tape and Chart: tension pneumo and LVAD	1:30
09/28/2020 15:30:00	EMS	Target Solutions - Behavioral emergencies	1:00
09/30/2020 10:30:00	EMS	Target Solutions - Cardiac Emergencies	1:00
09/30/2020 12:30:00	EMS	Target Solutions - Geriatric emergencies	1:00
		Total Classes	12
		Total Class Hours	16:30
Hansen, Mark K			
Class Date	Class Category	Class Name	Class Hours
09/11/2020 13:15:00	OSHA	Target Solutions - HIPAA	1:00
9/11/2020 15:15:00	MCS	Monthly Company - MCS #5	1:30
9/17/2020 17:00:00	OSHA	Target Solutions - Bloodborne	1:00
9/18/2020 09:15:00	Basic Fire Fighting	Company - Skill Sheets	1:00
		Total Classes	4
	от в подательной выполнений в подательной в подательном в подательной в	Total Class Hours	4:30
IcKinnon, Steve M		Total Grass Hours	4.30
Class Date	Class Category	Class Name	Class Hours
9/03/2020 10:00:00	Basic Fire Fighting	Company - Youtube video review car fires	1:00
9/03/2020 13:00:00	Leadership/ICS	Company - Officer scenarios	2:00
9/03/2020 15:00:00	Basic Fire Fighting	Company - START triage	1:00
9/04/2020 14:30:00	MCS	Monthly Company - MCS #5	1:30
9/21/2020 10:00:00	Basic Fire Fighting	Company - Skill Sheet	3:00
9/21/2020 13:00:00	Basic Fire Fighting	company - skill sheets	THE RESIDENCE OF THE PROPERTY
9/21/2020 15:00:00	Basic Fire Fighting	Company - Skill sheet	1:00
09/22/2020 11:30:00 EMS		Target Solutions - Behavioral Emergencies	1:00
9/22/2020 11:30:00		and a deliant - Deliantial Emergencies	1:00
PRIO JA O SINÍO DE LA PRIO DE PROPERTA DE PROPERTA DE LA PRIO DE LA PROPERTA DEL PROPERTA DE LA PROPERTA DE LA PROPERTA DEL PROPERTA DE LA PROPERTA DEL PROPERTA DEL PROPERTA DE LA PROPERTA DE LA PROPERTA DEL PROPERTA	EMS	Target Solutions - Burn Management	4 ^^
9/22/2020 11:30:00 9/22/2020 12:30:00 9/22/2020 13:30:00	EMS EMS	Target Solutions - Burn Managemenet	1:00
9/22/2020 12:30:00	AMERICAN CONTROL OF THE CONTROL OF T	Target Solutions - Geriatric Emergencies	1:00
9/22/2020 12:30:00 9/22/2020 13:30:00	EMS	M. P. H. L.	CONTRACTOR OF THE PROPERTY OF

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.



emergencyreporting.com Doc Id: 1503 Page # 1 of 2

09/28/2020 09:30:00	9/28/2020 09:30:00 EMS EMS - Tape and Chart: tension pneumo and LVAD		1:30	
09/28/2020 15:30:00	OSHA	Target Solutions - HIPAA	1:00	
09/29/2020 15:30:00	OSHA	Target Solutions - Sexual Harassment	1:00	
Total Classes				
Pilifogurosa		Total Class Hours	20:30	
Perry, Ben				
Class Date	Class Category	Class Name	Class Hours	
09/11/2020 11:00:00	Physical Fitness	Physical Fitness	4:00	
09/11/2020 15:15:00	MCS	Monthly Company - MCS #5	ACCURATION OF THE SERVICE CONTRACTOR AND ACCURATION OF THE SERVICE CONTRACTOR	
PROCESSES OF PROCE				
PRESIDENCE OF SECURIOR SECURIO	OSHA		1:30	
09/11/2020 15:15:00	OSHA Wildland	Target Solutions - Sexual Harassment  Other - Stihl chainsaw safety operations and maintenance video	1:30 1:30	
09/11/2020 15:15:00		Target Solutions - Sexual Harassment Other - Stihl chainsaw safety operations and maintenance video	1:30 1:30	
09/11/2020 15:15:00 09/12/2020 09:00:00 09/12/2020 11:00:00	Wildland	Target Solutions - Sexual Harassment Other - Stihl chainsaw safety operations and	1:30	
09/11/2020 15:15:00 09/12/2020 09:00:00 09/12/2020 11:00:00 09/18/2020 09:15:00	Wildland Wildland	Target Solutions - Sexual Harassment  Other - Stihl chainsaw safety operations and maintenance video  other - NWCG S212 reviw	1:30 1:30 1:00	

Total Personnel:	4	- Inches
Total Classes:	38	

**MILEAGE** 

9/30/2020

		,,	
VEHICLE	BEGIN	END	
E531	121870	122329	459
E521	47049	47129	80
E511	43993	44079	
E526	44137	44177	40
WT512	N/A	N/A	N/A
WT511	15753	15761	8
E516	70503	70516	13
B5	144185	145059	874
WT531	1550	1559	9