

**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, September 18, 2017, at 3:00pm at the Fire Station 51 Community Room.

**Call to Order/Pledge of Allegiance**

Call to order 3:00pm, Monday, September 18, 2017, followed by the Pledge of Allegiance.

**Roll Call**

- A. Board Members Present: Chairman Deborah Dawson  
Clerk Tom James  
Financial Officer Jeff Daniels  
Board Member Steve Sundra  
Board Member Larry Hannum
- B. Department Members: Chief Bob Lockhart, Administrative Assistant Deanna White,  
Captain Chad Stluka and Medic Jere Strizek
- C. Members of the Public: None

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

**Approval of Minutes**

The Board reviewed the Minutes of the Regular Meeting of August 21, 2017.

Tom James made a motion to accept August 21, 2017 Minutes and was seconded by Steve Sundra.

**Vote results:**

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

**Nays: None**

**Reports and Correspondence**

**A. Financial Officer's Report**

Jeff Daniels reviewed the status of all District bank accounts for August. Two Board Members had questions regarding the General Account's "Reconciliation Detail" (General T-836, Period Ending 08/31/2017) under the heading "Uncleared Transactions" of an AJE on 06/30/2016 totaling a negative \$13,627.00. Chief Lockhart said he would research uncleared transaction and report during October's Board Meeting. August Financial Report will then be re-read for approval during October's Board Meeting.

**B. Chief's Report**

Chief Lockhart discussed Department activity for August. Chief did announce that he will take vacation from October 1-7; Captain Rhett Connolly will be in charge. In addition, please see attached Chief's Report.

**C. Chairman's Report & District Correspondence**

Deborah Dawson reported that she received no District Correspondence; however, two Board Members received phone calls regarding questions that were answered by these Board Members. One caller identified himself as Mark Schonau, who was very positive of Firebells' and Department's involvement of Community garage sale and pancake breakfast.

**BUSINESS**

**Item #1: Discussion of and possible revision of “BY-LAWS OF THE CHRISTOPHER-KOHL’S FIRE DISTRICT Amended (7/20/2015), Article 4 Section 5. Elections and Resignations.”**

After Board Member’s consideration of Steve Sundra’s additional wording for the above-titled section of the Department’s BY-LAWS and brief discussion, Jeff Daniels made a Motion to dismiss the additional wording to the BY-LAWS and Tom James seconded the Motion.

**Vote results:**

**Ayes: Deborah Dawson, Tom James, Jeff Daniels**

**Nays: Steve Sundra, Larry Hannum**

**Item #2: Discussion and possible action on the Chief’s research of acquiring additional property at Station 53.**

Chief Lockhart informed Board that communication was still taking place with owners of land. No Board action was necessary.

**Item #3: Discussion and possible action regarding billing and collection for Highway EMS calls.**

Chief Lockhart reported his communication with Forest Lakes Fire Department and its success with billing and collection for Highway EMS calls. Forest Lakes had an 84% collection rate of nearly \$92,000 over ten years. Chief is using Forest Lakes’ “procedures and protocols” for our Department’s draft. Also, Department will have to come up with Policies and Procedures for billing and collection for Highway EMS calls. Chad Stluka commented. More information from Chief will be forthcoming at October’s Board Meeting. No Board action was taken.

**Item #4: Discussion and possible action on two Policy and Procedures: 1) Employment-At-Will and 2) Equal Employment Opportunity.**

Discussion took place regarding wording in both drafts. Chief will further investigate and report during October’s Board Meeting. No Board action was necessary.

**Call to the Public**

None

**Adjournment**

Debbie Dawson 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 4:37pm.

The next regularly scheduled Board Meeting will be on Monday, October 16, 2017, at 3:00 pm.

**Approved by \_\_\_\_\_ on \_\_\_\_\_ 2017**