

## NOTICE OF MEETING

The Fire Board of the Christopher-Kohl's Fire District will meet in regular session on **Monday, October 18, 2021, 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.

### 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 September 20, 2021.

*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 September. 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 September.

- The Wildland crew is not currently on assignment but are on standby.
- Update on new Engine 511.
- On Oct. 10<sup>th</sup> while loading a patient into the ambulance, Rhett Connolly and Sterling White were injured.
- Received refund check from EMI for \$3,730.79 on October 13<sup>th</sup>.
- Kay Green will be here on November 3<sup>rd</sup> and 4<sup>th</sup> to proceed with CKFD's annual audit.

C. Chairman's Report & District Correspondence

- The Chairman will report on the activities for the District in September.
- *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. Discussion and possible action regarding the purchase of Capital items for the new Pierce Engine.  
Call to the Public.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Vote Results:** \_\_\_\_\_ **Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_

2. Discussion and possible action regarding the purchase of protective vests for personnel on duty.  
Call to the Public.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Vote Results:** \_\_\_\_\_ **Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_

3. Discussion and possible action regarding changing the Christopher-Kohl's Fire District Personnel Policies and Procedures Manual, "Policy 40.13 Light Duty Assignments. "

Call to the Public.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Vote Results:** \_\_\_\_\_ **Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_

4. Discussion and possible action regarding Board member, Sheila Marcum's resignation.  
Call to the Public.

**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 **September 20, 2021**, at **3:30pm** at the Fire Station 51 Community Room.

## Call to Order/Pledge of Allegiance

Call to order 3:30pm, September 20, 2021, followed by the Pledge of Allegiance.

## Roll Call

A. Board Members: Chairman Ron Kotnik  
Clerk Sheila Marcum  
Board Member Joanie Price  
Board Member Karen Thornton  
Finance Officer Larry Hannum

B. Department members in attendance: Chief Lockhart, Administrative Assistant Deanna White, Battalion Chief Rhett Connolly, Captain Steve McKinnon and Medic Jason Tutay.

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 16, 2021. No Board discussion took place. Clerk Marcum made a motion to approve the minutes of the regular meeting of August 16, 2021, and member Thornton seconded the motion.

Motion carried by unanimous vote.

## Reports and Correspondence

### A. Financial Officer's Report

Financial Officer (F.O.) Hannum reviewed and read the status of all District bank accounts for August.

Questions with responses, requests, and comments:

Clerk Marcum made the motion to approve the August Financial Reports. Chairman Kotnik seconded the motion. Motion carried by unanimous vote.

### B. Chief's Report

Chief Lockhart discussed Department activity for August 2021. The list below highlights this month's Chief's Report (not in any particular order):

- Sterling White, Rhett Connolly, Steve McKinnon and Mauricio Acedo returned from a wildland assignment in California on Sept 9<sup>th</sup>.
- Update on Type 1 Pierce Arrow.
- Sold eleven links of 5" LDH used hose for \$3500.00.
- Will be receiving surplus check for \$3700.00 from EMI on Oct 13<sup>th</sup>.

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

No correspondence.

**BUSINESS**

**Item #1: Discussion and signing of Fire/EMS Protection Agreement for Tonto Rim Christian Camp.**

Member Thornton made the motion to sign the contract and Clerk Marcum seconded the motion. Motion carried by unanimous vote.

**Item #2: Discussion and signing of Fire/EMS Protection Agreement for Tonto Creek Camp.**

Clerk Marcum made the motion to sign the contract and Chairman Kotnik seconded the motion. Motion carried by unanimous vote.

**Item #3: Discussion of on-duty personnel carrying firearms while on duty.**

Battalion Chief Rhett Connolly, Captain Steve McKinnon and Medic Jason Tutay spoke on this subject regarding the pros and cons.

**Item #4: Discussion and possible action regarding changing the Christopher-Kohl's Fire District Personnel Policies and Procedures Manual, "Policy 20.03 Workplace Violence "on open/concealed carrying for full-time employee's while on duty.**

Clerk Marcum made the motion to change "Policy 20.03 Workplace Violence "and Chairman Kotnik seconded the motion. Motion carried by unanimous vote.

**Future Agenda Items:**

Clerk Marcum would like to add purchasing vests to the agenda. Chief Lockhart added that purchases will be made for radios and tires through the Capital account.

**Call to the Public:**

Margot Holmes spoke in support of supplying the vests.

**Adjournment**

Chairman Kotnik made a motion to adjourn meeting. Member Thornton seconded the motion. Motion carried by unanimous vote.

The meeting adjourned at 4:47 pm.

The next regularly scheduled Board Meeting will be on Monday, October 18, 2021, at 3:30 pm.

Approved by  on 10-21 2021

**CHRISTOPHER KOHL'S FIRE DISTRICT  
FINANCIAL OFFICER REPORT  
September 2021**

**Capital Account:**

Beginning Balance:	235,287.28
Deposits:	(Int \$341.98)
Warrants Issued:	0
End Balance:	235,629.26
Register Balance	235,629.26__ (Outstanding \$0)

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**General Account:**

Beginning Balance:	78,223.64
Deposits:	5,462.38 (See bank rec.)
Warrants Issued:	25,371.00
End Balance:	58,315.02
Register Balance	58,273.42__ (Outstanding -\$41.60)

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**Wells Fargo: Payroll**

Beginning Balance:	24,019.64
Deposits:	120,000.28
Checks:	102,112.55
End Balance:	41,907.37
Register Balance	40,507.37__ (Outstanding -\$1,400.00)

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**Wells Fargo: Enterprise**

Beginning Balance	483,808.89
Deposits	31,937.13 (See bank rec)
Checks:	120,000.00
End Balance:	395,746.02
Register Balance	395,746.02__ (Outstanding \$0)

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**Total Register Balances = \$730,156.07 + Outstanding \$1,441.60 = Ending Balances of \$731,597.67**

Approved as read at Board Meeting of 10/18, 2021

Clerk/Financial Officer S. Maria



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 2021

**FIRES:** **TOTAL FIRES 3**

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

**EMS:** **TOTAL EMS 22**

REGULAR EMS 8 \_\_\_\_\_ (4-ALS/4-BLS)  
MVA/EMS 6 \_\_\_\_\_  
MUTUAL AID 0 \_\_\_\_\_  
FALSE ALARMS 1 \_\_\_\_\_  
WALK INS 1 \_\_\_\_\_  
SPECIAL DUTY 5 \_\_\_\_\_  
CANCELLED EN RTE 1 \_\_\_\_\_

**TOTAL INCIDENTS 25**

**COMMENTS** **TOTAL TRAINING HOURS – 73.00 Hours – 18.5 Target**





# Christopher Kohl's Fire District

Payson, AZ

This report was generated on 10/12/2021 9:23:45 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: 09/01/2021 | End Date: 09/30/2021

### Acedo, Mauricio (CKFD)

Class Date	Class Category	Class Name	Class Hours
09/01/2021 09:30:00	Basic Fire Fighting	Company: Ladders - Skills and Inspection	2:00
<b>Total Classes</b>			<b>1</b>
<b>Total Class Hours</b>			<b>2:00</b>

### Connolly, Rhett T

Class Date	Class Category	Class Name	Class Hours
09/01/2021 08:00:00	Physical Fitness	Physical Fitness	4:00
09/01/2021 09:30:00	Basic Fire Fighting	Company: Ladders - Skills and Inspection	2:00
09/17/2021 14:00:00	Basic Fire Fighting	Company - Amkus Combi tool inservice	1:00
09/20/2021 11:00:00	Leadership/ICS	Gila County Fire Chief Meeting	3:30
09/23/2021 15:00:00	Leadership/ICS	Alarm Meeting	1:30
09/27/2021 09:30:00	EMS	Other - Tape and Chart	1:00
09/29/2021 09:00:00	EMS	Target Solutions - Femur Fracture	1:30
<b>Total Classes</b>			<b>7</b>
<b>Total Class Hours</b>			<b>14:30</b>

### Hansen, Mark K

Class Date	Class Category	Class Name	Class Hours
09/01/2021 08:00:00	Physical Fitness	Physical Fitness	2:00
09/01/2021 14:00:00	EMS	Target Solutions - Cardiac Arrest	1:00
09/06/2021 12:00:00	Engine & Tender Ops	Company - Water supply	1:30
09/07/2021 13:00:00	Basic Fire Fighting	Company: FF skills - PPE/SCBA	1:30
09/13/2021 13:00:00	EMS	Target Solutions - Femur Fracture	1:00
09/14/2021 12:30:00	Basic Fire Fighting	Company - Extrication and Combi tool inservice	1:30
09/25/2021 14:00:00	Special Ops	Company: Table Scenario - Haz Mat	1:00
09/26/2021 12:00:00	Basic Fire Fighting	Company - Wildland Prep	1:00
09/26/2021 13:00:00	EMS	Company EMS - Protocol Review	1:00
09/30/2021 10:00:00	Basic Fire Fighting	Company - SCBA Breathdown	1:00
09/30/2021 15:00:00	EMS	Company EMS - Protocol Review	1:00
<b>Total Classes</b>			<b>11</b>
<b>Total Class Hours</b>			<b>13:30</b>

### Lynch, Joe L

Class Date	Class Category	Class Name	Class Hours
09/01/2021 10:00:00	Physical Fitness	Physical Fitness	1:00
09/06/2021 12:00:00	Engine & Tender Ops	Company - Water supply	1:30
09/06/2021 14:30:00	EMS	Target Solutions - Pelvic Fractures	1:00
09/06/2021 15:30:00	EMS	Target Solutions - Femur Fractures	1:00
09/06/2021 16:30:00	EMS	Target Solutions - Facial Trauma	1:00

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.



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09/07/2021 13:00:00	Basic Fire Fighting	Company: FF skills - PPE/SCBA	1:30
09/13/2021 12:00:00	EMS	Target Solutions - Trauma Management	1:00
09/13/2021 14:00:00	EMS	Target Solutions - Burn Injuries	1:00
09/14/2021 12:30:00	Basic Fire Fighting	Company - Extrication and Combi tool inservice	1:30
09/25/2021 14:00:00	Special Ops	Company: Table Scenario - Haz Mat	1:00
09/26/2021 12:00:00	Basic Fire Fighting	Company - Wildland Prep	1:00
09/26/2021 13:00:00	EMS	Company EMS - Protocol Review	1:00
09/30/2021 10:00:00	Basic Fire Fighting	Company - SCBA Breathdown	1:00
09/30/2021 15:00:00	EMS	Company EMS - Protocol Review	1:00
<b>Total Classes</b>			<b>14</b>
<b>Total Class Hours</b>			<b>15:30</b>

**McKinnon, Steve M**

Class Date	Class Category	Class Name	Class Hours
09/01/2021 09:30:00	Basic Fire Fighting	Company: Ladders - Skills and Inspection	2:00
09/01/2021 10:00:00	Physical Fitness	Physical Fitness	1:00
09/15/2021 15:00:00	Basic Fire Fighting	Company - Ropes, knots, and systems	2:00
09/26/2021 09:30:00	EMS	Target Solutions - Femur Fractures	1:00
09/26/2021 11:30:00	EMS	Target Solutions - Head and face injuries	1:00
09/26/2021 13:00:00	EMS	Target Solutions - Pelvic Fracture	1:00
09/26/2021 15:00:00	EMS	Company EMS: Cardiac Arrest algorithm	0:30
<b>Total Classes</b>			<b>7</b>
<b>Total Class Hours</b>			<b>8:30</b>

**Tutay, Jason R**

Class Date	Class Category	Class Name	Class Hours
09/01/2021 10:00:00	Physical Fitness	Physical Fitness	1:00
09/15/2021 15:00:00	Basic Fire Fighting	Company - Ropes, knots, and systems	2:00
<b>Total Classes</b>			<b>2</b>
<b>Total Class Hours</b>			<b>3:00</b>

**White, Sterling**

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Class Date	Class Category	Class Name	Class Hours
09/01/2021 08:00:00	Physical Fitness	Physical Fitness	4:00
09/01/2021 09:30:00	Basic Fire Fighting	Company: Ladders - Skills and Inspection	2:00
09/16/2021 16:00:00	Basic Fire Fighting	Other - Cascade/scbas	1:00
09/17/2021 14:00:00	Basic Fire Fighting	Company - Amkus Combi tool inservice	1:00
09/17/2021 15:30:00	Basic Fire Fighting	SCBA Breathdown	0:30
09/26/2021 09:30:00	EMS	Target Solutions - Femur Fractures	1:00
09/26/2021 10:00:00	EMS	Target Solutions - Cardiac Arrest	2:00
09/26/2021 13:00:00	EMS	Target Solutions - Pelvic Fracture	1:00
09/26/2021 15:00:00	EMS	Company EMS: Cardiac Arrest algorithm	0:30
09/29/2021 08:00:00	EMS	Target Solutions - Head and Face Injuries	2:00
09/29/2021 10:00:00	OSHA	Target Solutions - Bloodborne Pathogens	1:00
<b>Total Classes</b>			<b>11</b>
<b>Total Class Hours</b>			<b>16:00</b>

<b>Total Personnel:</b>	<b>7</b>
<b>Total Classes:</b>	<b>53</b>

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**MILEAGE****9/30/2021**

<i>VEHICLE</i>	<i>BEGIN</i>	<i>END</i>	
E531	123170	123181	11
E521	49570	53390	3820
E511	47318	47756	438
E526	47809	47888	79
WT512	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>
WT511	16160	16166	6
E516	70661	<i>Out of Service</i>	<i>Out of Service</i>
B5	153378	154053	675
WT531	1659	1662	3