

**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, April 18, 2016 at 4:00 pm at the Fire Station 51 Community Room.

**Item #1: Call to Order/Pledge of Allegiance**

Call to order 4:10 pm, Monday, April 18, 2016, followed by the Pledge of Allegiance.

**Item #2: Roll Call**

A. Board Members Present: Chairman Deborah Dawson  
Financial Officer Jeff Daniels  
Clerk Karen Thornton  
Board Member Steve Sundra  
Board Member Tom James

C. Department Members: Chief Bob Lockhart  
Linda Digman  
John Digman  
Trey Shill  
Mark Hansen

**Item #3 ANNUAL AUDIT: Discussion and possible action on the Annual Audit presented by Kay Greene, Accounting Professionals, LLC. If approved the Board will accept the Annual Audit and direct that copies be sent to the Gila County Treasurer and District 1 County Supervisor.**

Kay Greene of Accounting Professionals, LLC presented the Annual Audit Report telephonically. No problems were discovered during the audit, rendering a clean opinion of Christopher/Kohls accounting practices and procedures. Kay Greene commented on the timely cooperation she received from Chief Lockhart and Administrative Assistant, Linda Digman during the auditing process. There was a great deal of discussion about the district's retirement liability, which will be a future agenda item. Ms. Greene recommended a backup plan in the event Linda Digman is not available. Linda is currently working on creating an Administrative Procedures Manual. Ms. Greene suggested contacting Joyce Driscoll with Clarkdale Fire Department for help with this project. Jeff Daniels moved to accept the Annual Audit as prepared by Accounting Professionals, LLC and presented by Kay Greene. Tom James seconded the motion. Copies of the audit will be sent to the Gila County Treasures and District 1 County Supervisor.

**Vote Results:**

**Ayes: Deborah Dawson, Jeff Daniels, Karen Thornton, Steve Sundra, Tom James**

**Nays: None**

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

**BUSINESS**

**Item #4 Approval of Minutes**

A. The Board reviewed the minutes of the Regular Meeting of March 21, 2016. Jeff Daniels suggested two changes. Jeff Daniels made a motion to approve the minutes of the Regular Meeting of March 21, 2016 with corrections. Steve Sundra seconded the motion.

**Vote Results:**

**Ayes: Deborah Dawson, Jeff Daniels, Karen Thornton, Steve Sundra, Tom James**

**Nays: None**

**Item # 4 Reports and Correspondence**

**A. Chief's Report**

Chief Lockhart reviewed call volume, brush loads, public assistance, mileage, and training for March. Chief Lockhart and Linda Digman took an eight-hour fingerprinting class. They have reviewed our files and

we are in compliance. Administrative Assistant, Linda Digman, is retiring. Interviews have begun for her replacement. This is budgeted as a full-time position. The opening has been posted on our website and will be mentioned in both Janet Snyder and Rod Britain's newspaper columns. A Public Budget Workshop is planned for May 7 at 9:00 am. Workshop notices have been posted. For more information see the attached Chief's Report.

## **B. Financial Officers Report**

A. Financial Officer, Jeff Daniels, read the financial report for March. Karen Thornton moved to approve the March Financial Report. Jeff Daniels seconded the motion.

### **Vote Results:**

**Ayes: Deborah Dawson, Jeff Daniels, Karen Thornton, Steve Sundra, Tom James**

**Nays: None**

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

The Chairman sent an email to the Gila County Sheriff requesting an update on both pending investigations. Chairman Dawson, reluctantly acknowledged Linda Digman's letter of resignation. An election notice for the May election was received. This is not relevant to us; however, there will be three Board positions (Steve Sundra, Tom James, and Karen Thornton) up for election in November. Election packets will be available at the next Board Meeting.

## **OLD BUSINESS**

### **Item #1 Discussion and possible action on the 2016/17 Budget.**

Extensive discussion and questions ensued about the proposed 2016/17 Budget. The proposed budget keeps the tax rate at \$3.02. The Board will hold a Special Meeting on May 11, 2016 at 2:00 pm to discuss and possibly approve the levy rate of \$3.02.

## **NEW BUSINESS**

### **Item #2 Discussion and possible action on Public Safety Personnel Retirement Meeting.**

Karen Thornton distributed copies of the minutes of the Public Safety Personnel Retirement Meeting of April 15, 2016. No action was taken during this meeting. Prop 124 (Public Safety Personnel Retirement Reform) was discussed. HB2019, recently signed by the Governor, enables state employees to buy back credit for military service of 5 years toward their retirement.

### **Item #3 Discussion and possible action on E511,**

Chief Lockhart presented a proposal from Fire Solutions for \$34,086 for repair of E511. Jeff Daniels strenuously objected to using this company, based on their prior performance. Chief Lockhart extensively investigated Fire Solutions and all surrounding fire districts and other entities praised their performance. They are the only local option qualified to do this sort of work. It is important to get this engine back in operation before fire season. John Digman and Randy Dawson spoke to the issue. Karen Thornton moved to proceed with the repair of E511 using Fire Solutions. Steve Sundra seconded the motion.

### **Vote Results:**

**Ayes: Deborah Dawson, Karen Thornton, Steve Sundra**

**Nays: Jeff Daniels**

**Abstain: Tom James**

### **Item #4 Future Agenda Items**

1. Discussion and possible action on approval of the 2016/17 Budget.
2. Discussion and possible action on additional information about retirement liability
3. Discussion and possible action on upcoming election packets.
4. Discussion and possible action on a demand letter to Gila County Sheriff regarding ongoing investigations.
5. Election of officers.

**Item #5 Call to the Public**

No comments.

**Item #6 Adjournment**

Jeff Daniels moved to adjourn. Tom James seconded the motion.

**Vote Results:**

**Ayes: Deborah Dawson, Jeff Daniels, Steve Sundra, Karen Thornton, Tom James**

**Nays: None**

The meeting was adjourned at 6:53 pm.

The next regularly scheduled Board Meeting will be on Monday, May 16, 2016 at 5:00 pm.

**Approved by** \_\_\_\_\_ **on** \_\_\_\_\_ **2016**