

PINE LAKE FIRE DISTRICT

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MINUTES OF REGULAR MEETING OF THE PLFD GOVERNING BOARD

The Governing Board of the Pine Lake Fire District met in regular session on **15th, May 2024 at 6:00 p.m.** The meeting was held at the Pine Lake Fire District's Station #62, located at 4564 S. Hualapai Mtn. Rd., Kingman, AZ 86401. 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.

CALL TO ORDER

- Chairman of the Board, Ron Kutil called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

- Pledge of Allegiance was recited.

ROLL CALL OF BOARD MEMBERS

Ron Kutil/Chairman of the Board, Heather Berge, Karen Gibas were present. Quorum present. Bud Bernor/Clerk of the Board and Paul Mackesey were absent.

MINUTES, FINANCIAL REPORTS PROVIDED TO THE BOARD ON MAY 13, 2024

APPROVAL OF MINUTES

- **From 04/17/2024 regular meeting.** Karen Gibas motioned to approve the regular meeting minutes of 04/17/24. Heather Berge 2nd. All in favor, motion carried.

PLFD FINANCIAL AND OPERATIONS REPORTS

- **Approval of April 2024 P&L Detail Report, Budget vs. Actual Report, Treasurer's Report and PR Statement.** Heather Berge motioned to accept the April 2024 financial reports. Karen Gibas 2nd. All in favor, motion carried.
- **Lorrie Huseman/Paradigm Axis Solutions Bookkeeping to review Chart of Accounts numbering.** Ms. Huseman stated she would be revising the numbering to be more in line with the new budget form required by Mohave County. She wants to look at the 20'-25' Levy amounts to see if they might change the proposed budget.
- **Other updates regarding Financial Reporting.** Mona Mejia/Secretary provided bookkeeping updates:
 1. Paradigm Bookkeeping has corrected the payroll uploads in QB and the Wells Fargo updates. We still want to look at the QB cost to ensure we are getting the best pricing.

PLFD FIRE CHIEF'S REPORT

- a) **Operational Report.** Interim Fire Chief/Rick Schimkat reported five EMS calls since last meeting, plus two non-emergency calls. No other incidents to report.
- b) **Fire Chief's Report.** *The governing body may not propose, discuss, deliberate or take legal action on this matter unless the specific matter is described in detail. Therefore, action taken as a result of the Chief's report will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date (A.R.S. 38-431.02. k)*

Interim Fire Chief/Rick Schimkat provided update on the following:

- Equipment— Regular maintenance continues on vehicles.
- Training – Held training on two Saturday's, plus a CPR/AED Training course.
- Meetings Attended – None.
- Projects in the works –Uniform have new been received, we want to setup a date to issue/try-on and take pictures. Heli Tank has been installed, working on windsock location concerns.

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Wells are in good shape, however the well at Station #61 is not working again – we will be servicing.

- Other – None.

The Interim Fire Chief, Rick Schimkat report was accepted by the Board.

- c) **Correspondence.** None.

CALL TO THE PUBLIC – *Consideration and discussion of comments from the public. Comments are limited to five minutes per speaker, advanced permission not required. The Fire District Board is not permitted to discuss or take action on any item raised in the call to the public, unless the item is specifically noticed for discussion or legal action. 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 future agenda due to restrictions of the Open Meeting Law*

- None

BUSINESS. *Public wishing to speak on agenda items must complete a speaker card and present to the Board Clerk prior to the start of the meeting.*

- a) **Discussion and possible to approve 24'-25' Budget.** Discussion and review. Karen Gibas motioned to approve the proposed 24'-25' Budget. Heather Berge 2nd. All in favor, motion carried.
- b) **Discussion and possible action on Mohave County Elections information for 2024.** Discussion and review of literature, Ron Kutil/Chairman of the Board verified with Mohave County that we have two people required to obtain signatures this year. NO VOTE REQUIRED.
- c) **Discussion and possible action on Mohave County FDA Tax Rate information for 2025.** Discussion and review, Ron Kutil/Chairman of the Board verified information from Mohave County. NO VOTE REQUIRED.
- d) **Discussion and possible action on purchase of new Pit Boss/Attachments/Cover for approximately \$937.00.** Discussion and review. Heather Berge motioned to approve purchase of BBQ and accessories as provided by Ron Kutil/Chairmen of the Board. Karen Gibas 2nd. All in favor, motion carried.

BOARD MEMBER COMMENTS

- Ron Kutil/Chairman of the Board update Board on ATV Ambulance, stating that we can expect to receive it about July 2025 and still expect the downpayment to be paid about March 2025.

ADJOURNMENT

A motion to adjourn was made by Karen Gibas. 2nd by Heather Berge. All in favor, motioned carried. The meeting adjourned at approximately 7:00pm.

Minutes prepared by: *Mona Mejia (this is a working draft, until Board approval)* **Posted:** _____

CLERK OF THE BOARD _____