

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 **19th, June 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, Paul Mackesey, Heather Berge, Karen Gibas were present. Quorum present.

Bud Bernor/Clerk of the Board was absent.

MINUTES, FINANCIAL REPORTS PROVIDED TO THE BOARD ON JUNE 17, 2024

APPROVAL OF MINUTES

- **From 05/15/2024 regular meeting.** Karen Gibas motioned to approve the regular meeting minutes of 05/15/24. Heather Berge 2nd. All in favor, motion carried.

PLFD FINANCIAL AND OPERATIONS REPORTS

- **Approval of May 2024 P&L Detail Report, Budget vs. Actual Report, Treasurer's Report and PR Statement.** Paul Mackesey motioned to accept the May 2024 financial reports. Karen Gibas 2nd. All in favor, motion carried.
- **Other updates regarding Financial Reporting.** Mona Mejia/Secretary provided bookkeeping updates:
 1. Reminder that June is last month in fiscal year, all 23'-24' expenses need to be turned.
 2. HintonBurdick, our CPA firm is finalizing the Financial Review.
 3. Securis, our W/C carrier is preparing billing for the new policy year.

PLFD FIRE CHIEF'S REPORT

- a) **Operational Report.** Interim Fire Chief/Rick Schimkat reported two EMS calls since last meeting. 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.
- Meetings Attended – None.
- Projects in the works – Fire Truck #624 is Out of Service; we are looking to replace the water tank – Maybe a Winter Project. We are looking into a possible upgrade to Brush Truck # 626. Looking at making changes to shed(s) in order to better utilize them.
- Other – None.

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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 action on the purchase limit of the Fire Chief before requiring board approval.** Discussion and review. Paul Mackesey motioned to raise the purchase limit of the Fire Chief before requiring board approval to \$3,000.00. Karen Gibas 2nd. All in favor, motion carried.
- b) **Discussion and possible action on the purchase limit before a minimum of three quotes is required.** Discussion and review. Board confirmed that although three quotes is preferred for purchases over \$3,000.00, it is not always feasible, therefore three quotes will always be required. NO VOTE REQUIRED.
- c) **Discussion and possible action for approval to submit the final budget to State/County.** Discussion and review. The Board noted that the budget was posted and a notice of today's Public Hearing posted, however no one from the public attended. Paul Mackesey motioned to approve and submit the final budget to the State/County accordingly. Karen Gibas 2nd. All in favor, motion carried.

BOARD MEMBER COMMENTS

- Karen Gibas/ Board Member announced she had submitted her election petition.
- Ron Kutil/Chairman of the Board advised that he had been talking to Brad Russell, who was inquiring about the Fire Chief position. Mr. Russell is currently a Fire Chief in Bishop, CA and considering relocating to the Bullhead, AZ area in about a year.

ADJOURNMENT

A motion to adjourn was made by Paul Mackesey. 2nd by Karen Gibas. All in favor, motioned carried. The meeting adjourned at approximately 6:45pm.

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

CLERK OF THE BOARD _____