

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 **21st, August 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, Bud Bernor/Clerk of the Board, Paul Mackesey, Heather Berge, Karen Gibas were present. Quorum present.

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

APPROVAL OF MINUTES

- **From 07/17/2024 regular meeting.** Bud Bernor motioned to approve the regular meeting minutes of 07/17/24. Paul Mackesey 2nd. All in favor, motion carried.

PLFD FINANCIAL AND OPERATIONS REPORTS

- **Approval of July 2024 P&L Detail Report, Budget vs. Actual Report, Treasurer's Report and PR Statement.** Paul Mackesey motioned to accept the July 2024 financial reports. Heather Berge 2nd. All in favor, motion carried.
- **Other updates regarding Financial Reporting.** Mona Mejia/Secretary provided bookkeeping updates:
 1. Annual Review from CPA is completed, it will be added to next month's agenda.
 2. Board authorized the use of Hinton Burdick, CPA firm for the 2024 review.

PLFD FIRE CHIEF'S REPORT

- a) **Operational Report.** Interim Fire Chief/Rick Schimkat reported four (4) emergency calls and one (1) non-emergency call 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 – Planning on moving the small shed to the Helo Tank and set it up with everything we might need.
We need to replace tank at the top of Waba Yuma Drive, repairs have not worked. We have a couple of new tanks and believe one of them will work as a replacement.
We plumbed and filled the two tanks on Waba Yuma Drive, they are ready to go now.

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- Other – We hosted a crew from the AZ Department of Forestry and Fire Management, they stayed at Station 62. It was good to have them here while we had some weather concerns.

EMT, Heather Berge presented a quote to replace/maintain our AED's. We have five units that need pads and batteries replaced, therefore we will proceed to purchase what is needed for existing AED's. Replacing existing AED's or purchasing new one(s) will be considered in the future after our new ambulance arrives.

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

- c) **Correspondence.** Mona Mejia/Secretary presented a letter from VFIS, our insurance carrier, advising that we have been conditionally approved for renewal. Some policy changes may incur a policy price increase.

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*

- Paul Snyder, from the Firewise announced that they now have 55 registered members thanks to two recruiting drives with the most recent being the PLFD Dinner/Auction Fundraiser. Firewise will schedule Accessor Training in September/October timeframe.

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 in reference to email from Golden Valley Fire District on filing budget procedures.** Discussion and review. No action required.

BOARD MEMBER COMMENTS

- Ron Kutil/Chairman of the Board advised that he will no longer be holding the annual Dinner/Auction Fundraiser. The event last month was a success and we had net proceeds of \$20,334.50 for the PLFD Pension Fund. For personal reasons, he won't be planning a fundraiser each year, he will still help plan and be available to help with other fundraisers. The board thanked Ron for all of his efforts.

ADJOURNMENT

A motion to adjourn was made by Karen Gibas. 2nd by Paul Mackesey. All in favor, motioned carried. The meeting adjourned at approximately 7:01pm.

Minutes prepared by: *Mona Mejia* Posted: 08/24/24

CLERK OF THE BOARD _____