

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, January 2025 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 Board, Ron Kutil called the meeting to order at 6:03 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, Karen Gibas, Heather Berge and Chuck Osterman were present. Quorum present.

MINUTES, FINANCIAL REPORTS PROVIDED TO THE BOARD ON JANUARY 10, 2025

APPROVAL OF MINUTES

- **From 11/20/2024 regular meeting.** Chuck Osterman motioned to approve the regular meeting minutes of 11/20/24. Karen Gibas 2nd the motion. All in favor, motion carried.

PLFD FINANCIAL AND OPERATIONS REPORTS

- **Approval of November 2024 P&L Detail Report, Budget vs. Actual Report, Treasurer's Report and PR Statement.** Karen Gibas motioned to approve the financial reports for November 2024. Bud Bernor 2nd the motion. All in favor, motion carried.
- **Approval of the December 2024 P&L Detail Report, Budget vs. Actual Report, Treasurer's Report and PR Statement.** Chuck Osterman motioned to approve the financial reports for December 2024. Heather Berge 2nd the motion. All in favor, motion carried.
- **Other updates regarding Financial Reporting.**
 - Mona Mejia/Secretary announced the CPA report was been returned for the 2024 Financial Review, after review and management letter is submitted it should be ready for board review and approval by next month.

PLFD FIRE CHIEF'S REPORT

- a) **Operational Report.** Interim Fire Chief/Rick Schimkat reported six (6) EMS calls, two (2) Fire calls and one (1) missing person's call (which turned out to be a medical call. 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– We continued regular maintenance on vehicles, including changing out the batteries on engine 621.
- Training – Held training on two Saturday's.
- Meetings Attended – None.

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- Projects in the works – Working on the getting 220 power out to station 62 top garage area, so that the welder can be used. The plan is to clear out that area and use it to work on our vehicles. We will also plan to install a mini-split out there for heat/cooling.
- Other – We have invited Brendon, the Park Ranger out to the next training meeting to assist with training and communication efforts. We will also plan on finishing up work needed to set up the additional water tanks in the spring/summer time.

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*

- Paul Snyder, from Firewise announced that Firewise is in good standing with Firewise USA, we continue to have volunteer hours at an all-time high. He also inquired about our water tanks/storage system. The Interim Fire Chief, Rick Schimkat reviewed the quantity, size and location of all the existing working tanks as well as the tanks that still need to be plumbed. The tanks located in the park were also reviewed.

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

- a) **Discussion and possible action of goals for 2025.** Discussion and review. Board asked the Interim Fire Chief, Rick Schimkat to look at possible goals for the 2025 year and possibly next five (5) years out, then the board maybe able to help the chief meet those goals.

BOARD MEMBER COMMENTS

- Bud Bernor, Clerk of the Board asked Paul Snyder, our Firewise representative if there was a Firewise meeting held in December 2024. Mr. Snyder advised that there was no meeting in December 2024, but maybe scheduling one in the Spring. However, he will be trying to get the community together to participate in another practice evacuation in the March/April 2025 timeframe.

ADJOURNMENT

A motion to adjourn was made by Karen Gibas. 2nd by Chuck Osterman. All in favor, motioned carried. The meeting adjourned at approximately 6:37pm.

Minutes prepared by: Mona Mejia **Posted:** _____

CLERK OF THE BOARD _____