

PINE LAKE FIRE DISTRICT

www.pinelakefire.org

MINUTES OF REGULAR MEETING OF THE PLFD GOVERNING BOARD

The Governing Board of the Pine Lake Fire District met in regular session on **19th, March 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

- Clerk of the Board, Bud Bernor called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

- Pledge of Allegiance was recited.

ROLL CALL OF BOARD MEMBERS

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

MINUTES, FINANCIAL REPORTS PROVIDED TO THE BOARD ON March 13, 2025

APPROVAL OF MINUTES

- **From 02/19/2025 regular meeting.** Chuck Osterman motioned to approve the regular meeting minutes of 02/19/25. Karen Gibas 2nd the motion. All in favor, motion carried.

PLFD FINANCIAL AND OPERATIONS REPORTS

- **Follow-up from Mona Mejia on financial entries on January 2025 Budget vs. Actual Report and P&L Detail.** Mona Mejia had provided board with a copy of the same P&L Detail Report run on a cash basis and the same report run on an accrual basis. Showing the that the January report was run on a cash basis and going forward will be running on an accrual basis to match the Budget vs. Actual Reports.
- **Approval of the February 2025 P&L Detail Report, Budget vs. Actual Report, Treasurer's Report and PR Statement.** Karen Gibas motioned to approve the financial reports for February 2025. Heather Berge 2nd the motion. All in favor, motion carried.
- **Other updates regarding Financial Reporting.**
 - **Board approval of Annual Financial Review presented by CPAs at last month's meeting.** Chuck Osterman motioned to approve the Annual Financial Review as provided by the CPA's. Karen Gibas 2nd the motion. All in favor, motion carried.

PLFD FIRE CHIEF'S REPORT

- a) **Operational Report.** Interim Fire Chief/Rick Schimkat reported two (2) EMS 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– We continued regular maintenance on vehicles.
- Training – Held training on two Saturday's.
- Meetings Attended – None.

PINE LAKE FIRE DISTRICT

www.pinelakefire.org

- Projects in the works – The tank on Flag mine is still on agenda, been held up due to weather. Currently working on the wiring for generator and to run the wiring to use 220v at the shed near Station 62.
- Other – We are working on sourcing for PLFD ID's. Interim Fire Chief, Rick Schimkat provided a hard copy of a 5-year plan for review at next meeting.

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 Matthew Rust from AZ Department of Forestry and Fire Management did some property assessments on 03/10/25, he will do a 2nd visit to properties on 03/24/2025 with Mike Lang, who is the one to work with the crews. Their focus is now to get the work scheduled and try to complete the work soon. They will need to obtain signed forms to come onto properties and the do the work.
The next Fire Assessment training class is scheduled for 04/07/25. Rick Schimkat added that he has been informed by Mike Browing, with Mohave County that the work on the evacuation road will be done in about a week from now.

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.** No review or action at this time.

BOARD MEMBER COMMENTS

- Chuck Osterman would like to be part of the pre-approval of the ambulance that is on order, when that time comes this year. Bud Bernor added that others on the board should also be involved.

ADJOURNMENT

A motion to adjourn was made by Karen Gibas. 2nd by Chuck Osterman. All in favor, motioned carried. Meeting adjourned at approximately 6:44pm.

Minutes prepared by: Mona Mejia Posted: 03/20/2025

CLERK OF THE BOARD _____