

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 **November 19th, 2025 at 6:00 p.m.** The meeting was held at 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 and Chuck Osterman were present. Bud Bernor/Clerk of the Board was absent. Quorum present.

MINUTES, FINANCIAL REPORTS PROVIDED TO THE BOARD ON NOVEMBER 15, 2025

APPROVAL OF MINUTES

- **From 10/15/2025 regular meeting.** Chuck Osterman motioned to approve the regular meeting minutes of 10/15/25. Heather Berge 2nd the motion. All in favor, motion carried.

PLFD FINANCIAL AND OPERATIONS REPORTS

- **Approval of October 2025 P&L Detail Report, Budget vs. Actual Report, Treasurer's Report and PR Statement.** Karen Gibas motioned to approve the financial reports for October 2025. Chuck Osterman 2nd the motion. All in favor, motion carried.
- **Other updates regarding Financial Reporting.**
 - Email from Civic IQ, Inc. requesting purchasing records from 1/1/22 – current, under AZ Public Record Law. Information includes details for purchases, vendor history (Vendor, Purchase details, quantity...). Email(s) were reviewed and discussed. Mona Mejia will seek additional outside assistance/information and possibly send to County Attorney for further inquiry.

PLFD FIRE CHIEF'S REPORT

- a) **Operational Report.** Fire Chief/Rick Schimkat reported one (1) EMS call, two (2) Fire calls, and one (1) gunshot investigation.
- 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)*

Fire Chief/Rick Schimkat provided update on the following:

- Equipment– Snow Plow is now ready for the season.
- Training – Held training on two (2) Saturday's.
- Meetings Attended – Attended one (1) Fire Chiefs meeting and am scheduled to attend another this week.
- Projects in the works –
 - Working on the signage on vehicles.

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- We used to have a Neighborhood Watch in the community, we would like to see if there is any interest in building another. Fire Chief will be contacting the Sheriff's department to inquire.
- We have the Fire Ban Petition about ready to with 112 signatures on it.
- Other
 - Mike Graham has joined the PLFD as a volunteer.

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

c) **Correspondence.** None.

FIREWISE UPDATE.

- Renewal application for Firewise is in process, Paul Synder has received community responses totaling \$86,000 in Labor/Expenses.
- Paul Synder had communicated with Matthew Rust about publishing a newsletter and setting up another training class for the community in hopes of obtaining more qualified properties for the Wildland Crews to work on beginning in the spring (under the current grant).

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 it to the Board Clerk prior to the start of the meeting.*

- a) **Discussion and possible action of goals for 2025 and the five (5) year plan provided by Rick Schimkat.** Fire Chief, Rick Schimkat presented his updated five (5) year plan including goals. Board discussion and reviewed. No action at this time.

BOARD MEMBER COMMENTS

- None.

ADJOURNMENT

A motion to adjourn was made by Karen Gibas. 2nd by Chuck Osterman. All in favor, motioned carried. Meeting adjourned at approximately 6:45pm.

Minutes prepared by: Mona Mejia Posted: 11/22/2025

CLERK OF THE BOARD _____