

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 **December 10th, 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, Bud Bernor/Clerk of the Board, Heather Berge, Karen Gibas and Chuck Osterman were present. Quorum present.

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

APPROVAL OF MINUTES

- **From 11/19/2025 regular meeting.** Chuck Osterman motioned to approve the regular meeting minutes of 11/19/25. Bud Bernor 2nd the motion. All in favor, motion carried.

PLFD FINANCIAL AND OPERATIONS REPORTS

- **Approval of November 2025 P&L Detail Report, Budget vs. Actual Report, Treasurer's Report and PR Statement.** Karen Gibas motioned to approve the financial reports for November 2025. Chuck Osterman 2nd the motion. All in favor, motion carried.
- **Other updates regarding Financial Reporting.**
 - Email from Civic IQ, Inc. requesting purchasing records. Mona Mejia reviewed with GVFD. We responded to Civic IQ via email, advising that PLFD is a small Volunteer Fire District which uses only manual purchase authorizations.
 - Hinton Burdick, CPAs has advised PLFD that the 2025 audit will be delayed.

PLFD FIRE CHIEF'S REPORT

- a) **Operational Report.** Fire Chief/Rick Schimkat reported one (1) Public Assist call.
- 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– Truck #623 blew its engine and is no longer operational. We continued regular fleet maintenance.
- Training – Held training on two (2) Saturday's.
- Meetings Attended – Attended one (1) Fire Chiefs meeting in Colorado City, AZ.
- Projects in the works –
 - We are stripping parts from #623 to use on our other vehicles.
 - Installed communications radio in truck 610.
 - Been working on vehicle signage with the artwork.
 - Wildlands Crew (Lewis Crew) will be return 12/15/25-12/19/25, they will stay at Station 62. We have obtained a cooperative agreement with AZ Dept. of Forestry and Fire Mgmt.

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- A Red Cross Event is being planned for May of 2026. It will include training on how to use and maintain smoke alarms, Home Fire Campaign materials, and free smoke alarm installation to residents.
- The Hualapai Park Fire Ban Petition is now finalized. The next step is to set up a meeting to include Don Martin/Mohave County Board of Supervisors here on the mountain to review the plan and obtain his support.
- Other
 - Truck #623 needs to be replaced. We have found a used vehicle suitable for this community and to use as the PLFD Support Vehicle. We will continue to work with the Anderson Auto Group to obtain the best deal in a timely manner.

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

c) **Correspondence.** None.

FIREWISE UPDATE.

- Renewal application for Firewise has now been approved. Paul Synder has received community an outstanding response from the community.
- The Lewis Crew will be working on the Resort/Lake and related properties when they return this month.

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.** Board requested goals be presented in different format. Fine tuning will continue. Discussion and review, tabled for further review.
- b) **Discussion and possible action of replacing Support Vehicle #623, which is now undrivable.** Discussion and review. Chuck Osterman motioned to authorize the purchase of the 2023 Jeep Wrangler which Fire Chief/Rick Schimkat has negotiated with Anderson Auto Group for \$54,979.01. Heather Berge 2nd the motion. All in favor, motion carried.

BOARD MEMBER COMMENTS

- None.

ADJOURNMENT

A motion to adjourn was made by Chuck Osterman. Karen Gibas 2nd the motion. All in favor, motioned carried. Meeting adjourned at approximately 7:15pm.

Minutes prepared by: Mona Mejia Posted: 12/10/2025

CLERK OF THE BOARD _____