

**MINUTES OF REGULAR PUBLIC MEETING OF THE
CHRISTOPHER-KOHL'S FIRE DISTRICT GOVERNING BOARD.
MEETING HELD Monday, April 11, 2011**

A Regular Public Meeting of the Christopher-Kohls Fire District Governing Board was convened on Monday, April 11, 2011 at 6:00 pm in the Fire Station 51 community room.

Agenda Item #1: (Call To Order and Pledge of Allegiance)

Call to order 6:03 pm, Monday, April 11, 2011

Agenda Item #2: (Roll Call)

Present at the meeting were the following members of the Christopher-Kohls Fire District Governing Board :

Deborah Dawson (Chairman)

Jeff Daniels (Clerk/Treasurer)

Jim Oliver (Board Member)

Present at the meeting were the following members of the Christopher-Kohls Fire Department :

Chief VanEckhoutte (Chief)

Linda Digman (Administrative Assistant)

Nick Fitch

Rick Schantz

John Digman

Chad StLuca

Doug Blaser

Randy Dawson

The following matters were discussed, considered, and decided at the meeting:

Mr Oliver requested that the Board move directly to Item #4 under New Business, stating his reasoning.

Agenda Item #3: (Previous Minutes)

A. Previous Meeting Minutes:

Approval of the Minutes was tabled because of the length and limited time to review them as they were just provided to the Board at this meeting.

REPORTS & CORRESPONDENCE

Agenda Item #4:

A. Fire Chiefs Report:

The Chief did not provide a Chiefs Report, as requested by the Board, stating her reasoning. The Chief did not provide a Budget for the 2011-2012 fiscal year, as requested by the Board.

Ms Dawson requested that future Agendas combine all correspondence under one heading.

Ms Dawson questioned Mr Oliver on reasoning for his refusal to sign Department checks. Mr Oliver stated that he has not signed any checks.

B. Treasurers Report:

Mr Daniels stated the status of the 4 District Bank Accounts. Ms Dawson questioned the Aflac refund by Mr VanEckhoutte. Use of the Aflac Insurance account was discussed by the Board, the Chief and Ms Digman. Ms Dawson questioned an expense to Creative Communications and the Chief responded the it was a radio expense. Ms Dawson questioned a document received by the Board showing Bank account information and a note stating "Account Closed".

Ms Digman responded that was an old County account that was no longer used. Mr Oliver said he did not receive a copy of the Treasurers Report so could not comment on it. Mr Daniels made a motion to approve the Treasurers report, Ms Dawson seconded the motion. A vote was taken, Mr Daniels and Ms Dawson voted Aye, Mr Oliver abstained.

C. Chairmans Report:

Ms Dawson mentioned a note from the Chief relating to the Turbo-Charger in our Rescue needing replacement, if the repairs were completed and how it was paid for. Ms Dawson mentioned a letter from Gila County Elections Department requesting information on submissions from the District for the last 10 years. The letter was discussed and Mr Daniels stated he would respond to the letter. Mr Dawson mentioned an email from ASRS referencing a new bill and if this would have any financial impact on the District. Ms Digman stated it wouldn't. Ms Dawson mentioned Sonny Hunt's question to the Board as to whether the Department had Portable Radiation Detectors. The Board will relay the request to the Chief for further information. Ms Dawson mentioned a letter she received relating to Facebook pages of politicians. Ms Dawson and Mr Daniels stated that they have them but they are not used for District business. Ms Dawson mentioned a letter received from Ms Surman with several questions, Ms Dawson will relay the requests to the Chief. Ms Dawson mentioned some questions that she had previously asked the Chief and that she had come in and gathered some of the information herself on fingerprints, background checks and sworn oaths of Department employees. She had compiled the information and provided it to the rest of the Board. She also mentioned that she had not received a response from the Chief to the other questions asked although she gave the Chief an April 5th deadline. The Chief mentioned that some of the requested information might be still locked up in the storage unit due to the Gila County Sheriffs investigation. Ms Dawson requested copies of meeting audio from Mr Daniels. He responded that they were available through Ms Digman.

Mr Oliver commented that he had not received copies of signed or approved Minutes or Treasurers Reports since Mr Daniels took the Clerk/Treasurer office. He corrected a statement by Mr Daniels relating to the cost of a key he received. He claimed that Mr Daniels had the locks changed on the District offices and the expense was excessive although this was a Board decision. He stated his concerns that Mr Daniels and Ms Dawson did not get an inventory, list or receipts for the documents that were removed by the Gila County Sheriffs office for the investigation and questioned if they were all returned. He questioned the status of the storage unit that was locked by the Sheriff for the investigation, calling it a mystery. Mr Oliver accused the Board of acting negligently and possibly against State Statutes on this matter.

Mr Daniels stated his discrepancies with Mr Oliver's comments. Ms Dawson and Mr Oliver discussed the issue of the contents of the storage locker further and Ms Dawson stated that she would contact the Sheriffs Office on the issue

D. Additional Correspondence:

Mr Daniels presented the Board with a Gavel for use at Board meetings, donated to the District from the Milhons.

A typographical error was made in the Meeting Agenda whereas the Item numbers were duplicated. The item numbering starts over again under Old Business.

OLD BUSINESS

Agenda Item #1: (Budget discussion)

Ms Dawson requested the proposed Budget that Mr Oliver previously stated two meetings prior that he had prepared. He stated that he had discussed the Budget with the Chief and that is all he would do and the Chief presents the Budget to the Board. Ms Dawson asked the Chief to present her proposed Budget. The Chief said no and stated her reasons. Ms Dawson stated that we would have to have a Special meeting to discuss that Budget.

Agenda Item #2: *(proposed By-Laws)*

Ms Dawson thanked the By-Laws Committee. She questioned the reasoning for a 48 hour notice of Agendas to Board members. Mr Daniels explained it was to give the Board members more time to review the Items to be discussed. She requested correction of 30 days notice of resignation of a Chief or Assistant Chief to 60 days as the present MOU with the Chief states. Ms Dawson found a typo and requested it be corrected. Mr Dawson suggested a line that states that the Board would follow the AFDA manual as a guideline. Mr Daniels stated why it was not in his opinion wise to tie the Board to that manual. Ms Dawson agreed. Mr Daniels stated that he would make the corrections and present the By-Laws at the next Regular meeting.

Agenda Item #3: *(Department members PTO and the Policies & Procedures manual)*

Mr Daniels stated that he did not get the opportunity to discuss the issue with the Department members and therefore did not have any suggestions for modification of the present PTO. Mr Daniels stated that he had worked with Ms Digman and the Chief to correct and make retro-active the present accrued PTO of all the Department members because it has not been tracked and accounted for properly. He explained that QuickBook is not accounting for PTO correctly, Ms Digman is now tracking it with a spreadsheet and that we need to get QuickBooks to account for it correctly. Mr Daniels stated he would try to get some figures for modified PTO accrual for the next meeting.

NEW BUSINESS

Agenda Item #4: *(possible Chief termination)*

Ms Dawson stated her regret for having to consider this option. Ms Dawson made a motion to terminate the Chief and stated her reasons. The Board discussed the issue. Mr Oliver stated his disagreement with the motion and his opinion that the Department is run well. He then defamed Ms Dawsons character by accusing her of prejudice to the Chief for not hiring her husband. He then defamed Mr Daniels character by accusing him of a vindictive hatred to the Department and that he felt Mr Daniels desired to inflict harm to the Department . Mr Daniels seconded the motion. A vote was taken, Ms Dawson and Mr Daniels voted Aye and Mr Oliver voted No. Ms Dawson requested computer passwords from Ms VanEckhoutte. Ms VanEckhoutte handed over her keys to the Board. Ms Dawson mentioned that the personal equipment lists of District property that were in all Department members files were missing from Mr and Ms VanEckhouttes files and would like that investigated.

Ms Dawson briefly mentioned Agenda Item #10 and requested that we get a master list of Department inventory.

Agenda Item #5: *(appointment of Interim Chief)*

Ms Dawson read the Agenda Item then Ms VanEckhoutte handed over her Credit Cards to Ms Dawson. Ms Dawson questioned if Mr VanEckhoutte had had returned his Credit Cards to the District. Mr Oliver stated that he had them. Mr Daniels questioned why Mr Oliver had not turned them in. Mr Oliver stated that he did not know who to give them to and defamed Mr Daniels character by stating that he would not turn over the Credit Cards to him, accusing him of having financial difficulties while running the FireBelles. He then defamed Ms Dawsons Character by stating that he would not turn over the Credit Cards to her because of his opinion of her financial situation and desire for money from the Department. He also stated he was not sure that Ms Digman would be the appropriate person to take the Credit Cards. Ms Dawson stated that a procedure needs to be established on how Department property is returned and accounted for as the purpose for Agenda Item #10. She also stated that the locks on the Firehouses need to be changed.

Ms Dawson mentioned that she had spoke with several people to discuss a potential Interim Chief and she recommended Mr Jarvis. Mr Daniels questioned how that Interim Chief would be paid. Ms Dawson explained a possible agreement that Mr Jarvis offered and detailed his qualifications. Mr Lloyd asked who else was on Ms Dawson's list. She stated Chuck Jacobs, Nick Fitch and Doug Blaser. Mr Daniels made a motion to appoint Mr Jarvis as interim Chief, Ms Dawson seconded. A Vote was taken, Ms Dawson and Mr Daniels voted Aye and Mr Oliver abstained. Ms Dawson defined that an abstention on a vote is a no vote. A discussion on the definition of an abstention ensued. Mr Oliver requested that the record show that he did not vote. Mr Daniels agreed.

Agenda Item #6: *(surplus property policy)*

Ms Dawson mentioned that she had a proposed policy that she had received from HellsGate FD. Mr Oliver stated his opinion that a policy for disposal of surplus property was not necessary. A discussion on the policy took place between Ms Dawson and the public.

Agenda Item #7: *(repair of Engine 521)*

Ms Dawson discussed maintenance records with Ms Digman. Ms Dawson requested that Mr Digman explain the present maintenance issues and the warranty of Engine 521. Mr Daniels questioned the warranty status and age of the Engine and stated his concerns. The status of the engine warranty and repairs was discussed in detail by the Board, Mr Blaser and Mr Digman. Mr Digman was directed to repair the Engine at a cost of \$1,900 because of the present need for DOT and Wildland Certification. Concerns over the low age of the Engine and multiple repairs needed were discussed by the Board. The ability of the Engine to generate the funds to pay for itself was discussed as this was a justification for the original purchase. Mr Daniels made a motion for Mr Digman to repair the compressor on the Engine for \$1,990 + tax. Ms Dawson seconded the motion. A vote was taken, all in favor.

Agenda Item #8: *(repair of Car 511)*

Ms Dawson requested that Mr Digman explain the status of the vehicle and repairs. Mr Digman explained that the vehicle was in good condition and did not need any major repairs.

Agenda Item #9: *(fee schedule for Brush Trailer)*

The present fee schedule was discussed by the Board and Mr Schantz. The time required and procedures to run a brush load were discussed. Mr Slapnicka questioned if the brush removal service was paying for itself. Mr O’Niell, Mr Armistead, Mr Blaser, Mr Lloyd, Mr Schantz, Ms Tolle, Ms Christansen and the Board discussed the Brush removal service as a Community service and its economic feasibility. Ms Dawson mentioned that if a Community member can’t afford the \$30 fee that the Chief be involved for a decision to financially assist that member. The Brush removal service was determined to be a good Community service and to make no changes to the fee schedule at this time.

Agenda Item #10: *(return of District property upon separation from the department)*

Ms Dawson requested that the Chief keep track of all District property in the possession of District personnel by use of a written list for each employee. Mr Daniels, Mr Schantz, Mr StLuca, Mr Armistead, Mr Slapnicka and Ms Dawson discussed that this was already a policy but was not strictly followed as in the case of Mr & Ms VanEckhoutte. Previous employees that have not returned District property was discussed. A Sergeant from the Sheriffs Office explained the procedures required for them to recover property from previous employees and that a signed list was required.

Agenda Item #11: *(future Agenda Items)*

Mr Dawson requested the Budget, Sale of District Assets Policy, Policies & Procedures Manual 40.03 and a written arrangement with the Interim Chief be future Agenda Items. Mr Daniels suggested that the Budget that Ms VanEckhoutte was working on was district property and should be returned. Mr Oliver suggested using thumb screws to get it from her. A Special Meeting for the Budget was discussed and Ms Dawson stated that one would be announced.

Agenda Item #12: *(Call to the Public)*

Ms Thornton and Ms Tolle and Ms Holmes expressed their disagreement with the Board decision to terminate the Chief and commended Ms VanEckhoutte for her service. Ms Holmes questioned why a Sheriffs Deputy was in attendance. Ms Dawson answered that there was concern for the safety of an employee and that he was here to keep the peace at the meeting. Ms Tolle mentioned that there was property that belonged to the Christopher Creek Homeowners Association in the storage locker secured by the Sheriff’s Office. Mr Slapnicka commended the Board for the termination of the Chief and protection of the District assets. Ms Holmes initiated a conversation with other members of the Public and Ms Dawson intervened to stop it. Ms Christansen requested that Agendas be posted on the Christopher Creek Message Board and Ms Holmes agreed. Mr Slapnicka questioned if Ames, the highway construction company, kept in contact with the department as to closures, etc...

With no further comments from the Public, Mr Daniels made a motion to adjourn; Mr Oliver seconded the motion to adjourn. A vote was taken, all in favor and the meeting was adjourned at 7:39 pm.

Respectfully Submitted by Jeff Daniels, Board Clerk

Dated this ____ day of _____, 20____.

_____ Fire District Governing Board
By [authorized signature]