

QCCIFD Meeting Minutes – January 17, 2018

The Queen Creek County Island Fire District (QCCIFD) administrator and governing board met in a properly posted open public meeting on Wednesday, January 17, 2018. The meeting was held at the Town of Queen Creek – Town Hall Meeting Room MSB – San Tan Conference Room, located at 22358 S. Ellsworth Road, Queen Creek, Arizona.

The following agenda items were considered at the meeting:

- A. The meeting of the QCCIFD board was called to order at 6:37 p.m. by Chair Memmott.
- B. Roll Call: Chair Memmott, Clerk Ruscetti and Members Kuefner and Woodruff in attendance.

Item 1: Consideration of approval of the governing board meeting minutes of November 15, 2017 (QCCIFD #18-001):

Motion by Ruscetti / 2nd by Memmott: To approve the November 15, 2017 minutes as presented; Passed 4-0.

Item 2: Call to the Public: None

Item 3: Report from the fire chief regarding the provision of fire and EMS to the QCCIFD, including but not limited to the following items (QCCIFD #18-n/a):

- a) Monthly response and service report: Chief Gray discussed the November and December 2017 response reports and answered general questions from the board on information provided in the reports. Chief Gray discussed that there was an 11% increase in call volume in 2017. They are running more calls as the town grows.

Discussion only – no action taken

Item 4: Consideration of district financial matters:

- a) Review of monthly financial reports (QCCIFD #18-002):

Administrative Manager Vaughn reviewed the November and December financial reports prepared by the district's C.P.A.; Angela Bertram (finance reports included within board packet). Vaughn addressed general questions from the board regarding information contained within the reports.

Motion by Memmott / 2nd by Woodruff: To accept the finance reports as presented; Passed 4-0.

- b) Review of invoices / payables and authorization for payment (QCCIFD #18-003):

Administrative Manager Vaughn presented invoices (included within board packet) and warrants (checks) for board review and authorization for payment: PolicyLogic, LLC (\$1,553.78); Angela Bertram, CPA (\$292.50).

QCCIFD Meeting Minutes – January 17, 2018

Motion by Woodruff / 2nd by Kuefner: To authorize payment of the invoices presented; Passed 4-0.

Item 5: Consideration of renewing the district's general liability and associated insurance coverage with VFIS of Arizona (QCCIFD #18-004).

Administrative Manager Vaughn provided an overview of the insurance services proposal by VFIS that had been distributed to each board member. The annual premium came in at \$35,047. The fire district had budgeted \$34,500. There was a general discussion by the board concerning various components within the VFIS insurance proposal. Vaughn answered general questions from the board regarding the proposal.

Motion by Memmott / 2nd by Woodruff: To approve renewing the district's general liability and associated insurance and policies with VFIS of Arizona; Passed 4-0.

Item 6: Consideration of QCCIFD website rebuild (QCCIFD #18-005):

The board discussed the need to improve and update the current QCCIFD website. Members will look into getting quotes to discuss at next board meeting.

Tabled until next meeting.

Item 7: Consideration of items for the agenda of the Queen Creek County Island Fire District's next regular scheduled meeting (March 14, 2018) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (QCCIFD #18-006):

- Standard agenda items
- Website

Item 8: Announcements:

- Chief Gray announced that on January 27th, fire station #1 will have their annual open house from 9-11am.

Item 9: Adjourn; Motion by Memmott / 2nd by Woodruff to adjourn the meeting at 7:11pm. Passed 4-0.

QCCIFD Meeting Minutes – January 17, 2018

QCCIFD meeting minutes approved: March 21, 2018:

Marion Memmott, Board Chair

Phil Ruscetti, Board Clerk

Jeremiah Woodruff, Board Member

Daniel Kuefner, Board Member