

QCCIFD Meeting Minutes – January 23, 2019

The Queen Creek County Island Fire District (QCCIFD) administrator and governing board met in a properly posted open public meeting on Wednesday, January 23, 2019. 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 Member Kuefner in attendance.

Item 1: Consideration of approval of the governing board meeting minutes of November 29, 2018 (QCCIFD #19-001):

Motion by Ruscetti / 2nd by Kuefner: To approve the November 29, 2018 minutes as presented; Passed 3-0.

Item 2: Consideration of electing a chair and clerk of the Queen Creek County Island Fire District's governing board pursuant to A.R.S. §48-803(E) (QCCIFD #19-002).

Phil Ruscetti nominated Marion Memmott for Board Chair. There were no other nominations.

Motion by Ruscetti / 2nd by Kuefner: To appoint Marion Memmott for QCCIFD Board Chair; Passed 3-0.

Marion Memmott nominated Phil Ruscetti for Board Clerk. There were no other nominations.

Motion by Memmott / 2nd by Kuefner: To appoint Phil Ruscetti for QCCIFD Board Clerk; Passed 3-0.

Item 3: Consideration of appointing an interim member to vacant positions on the governing board pursuant to A.R.S. §48-852(B) (QCCIFD #19-003).

Previous board member Jeremiah Woodruff is interested in the open board position and would like to be part of the QCCIFD board again.

Motion by Memmott / 2nd by Ruscetti: To appoint Jeremiah Woodruff to the open QCCIFD board position; Passed 3-0.

Jeremiah Woodruff read and signed the Oath of Office.

Item 4: Call to the Public: None

Item 5: Report from the fire chief regarding the provision of fire and EMS to the QCCIFD, including but not limited to the following items (QCCIFD #19-n/a):

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- a) Monthly response and service report: Chief Marlar discussed the November and December 2018 response reports and answered general questions from the board on information provided in the reports.
- b) Chief Marlar discussed that on February 5th station #5 is operational. This is a temporary building. The new engine arrived on Monday and will be delivered next week.

Discussion only – no action taken

Item 6: Consideration of district financial matters:

- a) Review of monthly financial reports (QCCIFD #19-004):

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 #19-005):

Administrative Manager Vaughn presented invoices (included within board packet) and warrants (checks) for board review and authorization for payment: PolicyLogic, LLC (\$1,891.39); Angela Bertram, CPA (\$315.00).

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

Item 7: Consideration of approving and authorizing an extension to the intergovernmental agreement for the provision of fire protection services between the Town of Queen Creek and the Queen Creek County Island Fire District (QCCIFD #19-007).

Chief Gray discussed that the IGA was up for renewal in May 2018. The board received the IGA renewal for the provision of fire protection services between the Town of Queen Creek and the Queen Creek County Island Fire District prior to this meeting to review. Town Council is expected to sign the IGA renewal on February 6th. The board reviewed the IGA renewal and did not have any changes.

Motion by Memmott / 2nd by Woodruff: To approve the IGA renewal between the Town of Queen Creek and the Queen Creek County Island Fire District; Passed 4-0.

Item 8: Consideration of items for the agenda of the Queen Creek County Island Fire District's next regular scheduled meeting March 20, 2019) and or a special meeting called by

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the governing board for the purpose of carrying out its powers and duties (QCCIFD #19-007):

- Standard agenda items
- Insurance Renewal – The board can meet on Wednesday, January 30, 2019 @ 6:30pm for a special meeting.

Item 9: Announcements:

- Chief Gray announced that on February 1st there will be 14 graduating fire recruits at the Mesa Fire Training facility at 6pm. March 23rd, there will be an open house. On February 9th there will be 15 department promotions. Fire Station #4 is progressing nicely and is scheduled to open in June 2020.

Item 10: Adjourn; Motion by Memmott / 2nd by Woodruff to adjourn the meeting at 7:15pm. Passed 4-0.

QCCIFD meeting minutes approved: March 27, 2019:

Marion Memmott, Board Chair

Phil Ruscetti, Board Clerk

Jeremiah Woodruff, Board Member

Daniel Kuefner, Board Member