

## QCCIFD Meeting Minutes – January 30, 2019

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The Queen Creek County Island Fire District (QCCIFD) administrator and governing board met in a properly posted open public meeting on Wednesday, January 30, 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 6:32 p.m. by Chair Memmott.
- B. Roll Call: Chair Memmott, Clerk Ruscetti and Members Kuefner and Woodruff (attended telephonically) in attendance. Kelly Vaughn, district administrator and Nicolas Cornelius (attended telephonically), Chief Vance Gray were also in attendance.

**Item 1:** Discussion and possible action to retain Mr. Nicolas J. Cornelius as the QCCIFD legal counsel (QCCIFD #19-009).

It was discussed that the IGA renewal needs to be reviewed and signed by an attorney. John Flynn has previously worked with and highly recommends Mr. Nicolas Cornelius. Prior to the meeting, the board received the retainer agreement from Mr. Cornelius for review. Mr. Cornelius spoke with the board about his experience working with fire districts since 2004. He has worked with Fire District's across the state. He does not require an upfront retainer as a deposit. He will work, as needed. The board discussed that it is in their best interest to be represented by an attorney with fire district knowledge.

Motion by Memmott / 2<sup>nd</sup> by Ruscetti: Mr. Nicolas J. Cornelius as the QCCIFD legal counsel; Passed 4-0.

**Item 2:** Review the 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 #19-010).

The board discussed with Mr. Cornelius that the original IGA and the IGA renewal between the Town of Queen Creek and the Queen Creek County Island Fire District needs to be reviewed by him. Chief Gray gave Mr. Cornelius some background of the IGA and mentioned that the IGA renewal will be before Town Council on February 6<sup>th</sup>, if possible. Mr. Cornelius will be reviewing the IGA and will speak with the Town's attorney, if he has any questions.

**Item 3:** Consideration of renewing the district's general liability and associated insurance coverage with VFIS of Arizona (QCCIFD #19-011).

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 \$36,812. The fire district had budgeted \$36,500. There was a general discussion by the board concerning various components within the VFIS

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insurance proposal. Vaughn answered general questions from the board regarding the proposal.

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

**Item 4:** Adjourn; Motion by Memmott / 2<sup>nd</sup> by Ruscetti to adjourn the meeting at 6:56pm. Passed 4-0.

**QCCIFD meeting minutes approved: March 27, 2019:**

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**Marion Memmott, Board Chair**

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**Phil Ruscetti, Board Clerk**

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**Jeremiah Woodruff, Board Member**

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**Daniel Kuefner, Board Member**