

QCCIFD Meeting Minutes – March 27, 2019

The Queen Creek County Island Fire District (QCCIFD) governing board met in a properly posted open public meeting on Wednesday, March 27, 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 6:31 p.m. by Chair Memmott.
- B. Roll Call: Chair Memmott, Clerk Ruscetti and Member Kuefner in attendance. (Absent - Member Woodruff)

Item 1: Consideration of approval of the governing board meeting minutes of January 23, 2019 and January 30, 2019 (QCCIFD #19-012):

Motion by Ruscetti/ 2nd by Memmott: To approve the January 23, 2019 and January 30, 2019 minutes as presented; Passed 3-0. (Absent – Woodruff)

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 #19-n/a):

- a) Monthly response and service report: Chief Marlar discussed the January and February 2019 response reports. There was an average amount of calls in January and February. The groundbreaking for the new station will happen in July/August of this year. The department is on target for receiving the new ladder truck in September.

Discussion only – no action taken

Item 4: Consideration of district financial matters:

- a) Review of monthly financial reports (QCCIFD #19-014):

Administrative Manager Vaughn reviewed the January and February 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 Ruscetti: To accept the finance reports as presented; Passed 3-0. (Absent – Woodruff)

- b) Review of invoices / payables and authorization for payment (QCCIFD #19-015):

Administrative Manager Vaughn presented invoices (included within board packet)

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and warrants (checks) for board review and authorization for payment: PolicyLogic, LLC (\$2,340.18); Angela Bertram, CPA (\$382.50); Atlas CPA – Annual Audit (\$2,500); Law Office of Nicolas Cornelius – IGA Review (\$382.50).

Motion by Memmott / 2nd by Ruscetti: To authorize payment of the invoices presented; Passed 3-0. (Absent – Woodruff)

Item 5: Review and consideration of the annual financial review for fiscal year 2018 conducted pursuant to A.R.S. §48-803.E (QCCIFD #19-016).

Administrative Manager Vaughn reviewed the fiscal 2018 financial review (included in board packet) with the board and answered general questions concerning the various components of the financial review. Administrative Manager advised the financial review had been submitted to the Clerk of the Board of Supervisors and the County Treasurer as required.

Motion by Memmott/ 2nd by Kuefner: To accept the financial review as presented; Passed 3-0. (Absent – Woodruff)

Item 6: Consideration of items for the agenda of the Queen Creek County Island Fire District's next regular scheduled meeting May 15, 2019) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (QCCIFD #19-017):

Will need to verify dates with board prior to creating May agenda to ensure a quorum.

- Standard agenda items
- Tentative Budget

Item 7: Announcements:

- QCCIFD resident that said the letter she received from Rural Metro was for a property in San Tan Valley, not QCCIFD.

Item 8: Adjourn; Motion by Memmott / 2nd by Ruscetti to adjourn the meeting at 7:37pm. Passed 3-0. (Absent – Woodruff)

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QCCIFD meeting minutes approved: May 22, 2019:

Marion Memmott, Board Chair

Phil Ruscetti, Board Clerk

Jeremiah Woodruff, Board Member

Daniel Kuefner, Board Member