

QCCIFD Meeting Minutes – March 18, 2020

The Queen Creek County Island Fire District (QCCIFD) governing board met in a properly posted open public meeting on Wednesday, March 18, 2020. 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 6:34 p.m. by Chair Memmott.
- B. Roll Call: Chair Memmott (telephonically) and Member Kuefner (telephonically) and Woodruff (telephonically) in attendance.

Item 1: Consideration of approval of the governing board meeting minutes of January 22, 2020 (QCCIFD #20-008):

Motion by Memmott/ 2nd by Woodruff: To approve the amended January 22, 2020 minutes as presented; Passed 3-0. (Absent – Ruscetti)

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 #20-n/a):

- a) Monthly response and service report: Chief Marlar discussed the January and February 2020 response reports. January was a slower month. There were only 9 calls – mostly EMS. February had a typical call volume.

Discussion only – no action taken

Member Clerk Ruscetti joined the meeting (telephonically).

Item 4: Consideration of district financial matters:

- a) Review of monthly financial reports (QCCIFD #20-0009):

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 Kuefner: To accept the finance reports as presented; Passed 4-0.

- b) Review of invoices / payables and authorization for payment (QCCIFD #20-010):

Administrative Manager Vaughn presented invoices (included within board packet)

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and warrants (checks) for board review and authorization for payment: PolicyLogic,

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

Item 5: Review and consideration of the annual financial review for fiscal year 2019 conducted pursuant to A.R.S. §48-803.E (QCCIFD #20-011).

Administrative Manager Vaughn reviewed the fiscal 2019 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 4-0.

Item 6: Consideration of noticing the Maricopa County Board of Supervisors and the Maricopa County Elections Department the district will call for an election of board members on November 3, 2020 pursuant to ARS §48-852 and ARS §16-226.A; will use the Maricopa County Elections Department to conduct the election; and to direct staff to facilitate compliance with ARS §16-227, ARS §16-228 and ARS §16-229 as required for the election of district board members (QCCIFD #20-012).

Administrative Manager Vaughn discussed the upcoming election and answered general questions from the board regarding the election. There are two board member positions that are up for reelection.

Motion by Memmott/ 2nd by Woodruff: Consideration of noticing the Maricopa County Board of Supervisors and the Maricopa County Elections Department the district will call for an election of board members on November 3, 2020 pursuant to ARS §48-852 and ARS §16-226.A; will use the Maricopa County Elections Department to conduct the election; and to direct staff to facilitate compliance with ARS §16-227, ARS §16-228 and ARS §16-229 as required for the election of district board members; Passed 4-0.

Item 7: Consideration of items for the agenda of the Queen Creek County Island Fire District's next regular scheduled meeting (May 20, 2020) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (QCCIFD #20-013):

- Standard agenda items
- Tentative Budget

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Item 8: Announcements:

None

Item 9: Adjourn; Motion by Memmott / 2nd by Woodruff to adjourn the meeting at 7:08pm.
Passed 4-0.

QCCIFD meeting minutes approved: May 20, 2020:

Marion Memmott, Board Chair

Phil Ruscetti, Board Clerk

Jeremiah Woodruff, Board Member

Daniel Kuefner, Board Member