

## QCCIFD Meeting Minutes – January 22, 2020

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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 22, 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 6:31 p.m. by Clerk Ruscetti.
- B. Roll Call: Clerk Ruscetti, Members Kuefner and Woodruff in attendance. (Absent - Chair Memmott)

**Item 1:** Consideration of approval of the governing board meeting minutes of November 20, 2019 (QCCIFD #20-001):

Motion by Ruscetti / 2<sup>nd</sup> by Woodruff: To approve the November 20, 2019 minutes as presented; Passed 3-0. (Absent - Chair Memmott)

**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 November and December 2019 response reports and answered general questions from the board on information provided in the reports. The incident numbers were steady, no structure fires and the average response time was slightly lower.

Discussion only – no action taken

**Item 4:** Consideration of district financial matters:

- a) Review of monthly financial reports (QCCIFD #20-002):

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 Woodruff / 2<sup>nd</sup> by Kuefner: To accept the finance reports as presented; Passed 3-0. (Absent - Chair Memmott)

- b) Review of invoices / payables and authorization for payment (QCCIFD #20-003):

Administrative Manager Vaughn presented invoices (included within board packet) and warrants (checks) for board review and authorization for payment: PolicyLogic, LLC (\$2,213.34); Angela Bertram, CPA (\$292.50); Law Offices of Nicolas J.

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Cornelius (\$247.50)

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

**Item 5:** Consideration of renewing the district's general liability and associated insurance coverage with VFIS of Arizona (QCCIFD #20-004).

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 \$35,490. The fire district had budgeted \$37,000. 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 Ruscetti / 2<sup>nd</sup> by Woodruff: To approve renewing the district's general liability and associated insurance and policies with VFIS of Arizona; Passed 3-0. (Absent - Chair Memmott)

**Item 6:** Discussion concerning district boundary change to accommodate ongoing development within the municipal planning area (QCCIFD #20-005).

There was nothing new to report. Clerk moved to Item 7.

**Item 7:** Consideration of a property owner request to add parcels of land to the QCCIFD through the boundary change process pursuant to A.R.S. §48.262.I. (QCCIFD #20-006):

There was a general discussion between the board, John Flynn and Chief Marlar regarding the request. The boundary change will mirror what happened with Toll Brothers. Fulton Homes are connected to the Toll Brothers Property. There are 205 acres under single ownership. Member Woodruff commented that his questions and comments were already addressed at the last meeting. Member Kuefner agreed.

Motion by Woodruff to adopt Resolution 20-001, approving the boundary change request submitted by Fulton Homes adding 205 acres of real property to the Queen Creek County Island Fire District pursuant to Arizona Revised Statute 48-262, subsection 1, and instructing staff to record the resolution and all documents necessary to facilitate the boundary change with the Pinal County Recorder and the Arizona Department of Revenue. Seconded by Kuefner. Passed 3-0. (Absent - Chair Memmott)

**Item 8:** Consideration of items for the agenda of the Queen Creek County Island Fire District's next regular scheduled meeting March 18, 2020) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (QCCIFD #20-007):

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- Standard agenda items

**Item 9:** Announcements:

- None

**Item 10:** Adjourn; Motion by Ruscetti / 2<sup>nd</sup> by Kuefner to adjourn the meeting at 6:57pm.  
Passed 3-0. (Absent - Chair Memmott)

**QCCIFD meeting minutes approved: March 18, 2020:**

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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**