

QCCIFD Meeting Minutes – March 25, 2021

The Queen Creek County Island Fire District (QCCIFD) governing board met in a properly posted open public meeting on Wednesday, March 25, 2021. The meeting was held via teleconference due to COVID-19 concerns. The Arizona Attorney General has authorized teleconferencing for public meetings during the COVID-19 pandemic

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.

Item 1: Consideration of approval of the governing board meeting minutes of January 27, 2021 (QCCIFD #21-008):

Motion by Ruscetti/ 2nd by Memmott: To approve the January 27, 2021 minutes as presented; Passed 3-0.

Board chair moved to Item #3 on the agenda.

Item 3: Call to the Public: None

Item 4: Report from the fire chief regarding the provision of fire and EMS to the QCCIFD, including but not limited to the following items (QCCIFD #21-n/a):

- a) Monthly response and service report: Chief Skowron discussed the January and February 2021 response reports. There were no structure fires in January and February – all calls were EMS related. There was a slight drop in call volume for the months, as well. Station #2 has broken ground.

Discussion only – no action taken

The board chair moved back to Item #2 on the agenda.

Item 2: Consideration of appointing an interim member to vacant positions on the governing board pursuant to A.R.S. §48-852(B) (QCCIFD #21-009):

QCCIFD resident Diana Schult is interested in the interim fire board position. Ms. Schult stated why she would like to be on the board and answers questions from current QCCIFD board members.

Motion by Memmott/ 2nd by Ruscetti: To appoint an interim member to vacant position on the governing board pursuant to A.R.S. §48-852(B); Passed 3-0.

Item 5: Consideration of district financial matters:

- a) Review of monthly financial reports (QCCIFD #21-010):

QCCIFD Meeting Minutes – March 25, 2021

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.

b) Review of invoices / payables and authorization for payment (QCCIFD #21-011):

Administrative Manager Vaughn presented invoices (included within board packet) and warrants (checks) for board review and authorization for payment: PolicyLogic, LLC (\$2,133.34); Angela Bertram, CPA (\$468); SC Audit & Accounting – Annual Audit (\$2,500).

Motion by Memmott / 2nd by Kuefner: To authorize payment of the invoices presented; Passed 3-0.

Item 6: Review and consideration of the annual financial review for fiscal year 2020 conducted pursuant to A.R.S. §48-803.E (QCCIFD #21-011-B).

Administrative Manager Vaughn reviewed the fiscal 2020 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.

Item 7: Consideration of items for the agenda of the Queen Creek County Island Fire District's next regular scheduled meeting May 19, 2021 and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (QCCIFD #21-012):

- Standard agenda items
- Tentative Budget

Item 8: Announcements: None

Item 9: Adjourn; Motion by Memmott / 2nd by Ruscetti to adjourn the meeting at 7:30pm. Passed 3-0.

QCCIFD Meeting Minutes – March 25, 2021

QCCIFD meeting minutes approved: May 19, 2021:

Marion Memmott, Board Chair

Phil Ruscetti, Board Clerk

Daniel Kuefner, Board Member