

QCCIFD Meeting Minutes – March 20, 2024

The Queen Creek County Island Fire District (QCCIFD) governing board met in a properly posted open public meeting on Wednesday, March 20, 2024. The meeting was held at Town of Queen Creek – Town Hall Meeting Room – 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 6:33 p.m. by Chair Kuefner.
- B. Roll Call: Chair Kuefner, Clerk Holthouse and Members Ruscetti and Doyle in attendance.

Item 1: Consideration of approval of the governing board meeting minutes of January 17, 2024 (QCCIFD #24-008):

Motion by Ruscetti 2nd by Kuefner: To approve the January 17, 2024 minutes as presented; Passed 4-0.

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 #24-n/a):

Monthly response and service report: Chief Marlar discussed the January and February response reports. The response times were typical for those months. The signature collection for the potential annexation seems to have lost some steam. A push to gather signatures from the local fire union happen in the next few weeks.

Item 4: Queen Creek Finance Department preliminary review of the 24/25 contract (QCCIFD #24-009).

Tabled until next meeting.

Item 5: Consideration of district financial matters:

- a) Review of monthly financial reports (QCCIFD #24-010):

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 Holthouse / 2nd by Doyle: To accept the finance reports as presented; Passed 4-0.

- b) Review of invoices / payables and authorization for payment (QCCIFD #24-011):

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Administrative Manager Vaughn presented invoices (included within board packet) and warrants (checks) for board review and authorization for payment: PolicyLogic, LLC (\$2,143.62); Angela Bertram, CPA (\$500); SC Audit & Accounting – Annual Audit (\$3,000).

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

Item 6: Review and consideration of the annual financial review for fiscal year 2023 conducted pursuant to A.R.S. §48-803.E (QCCIFD #24-012).

Administrative Manager Vaughn reviewed the fiscal 2023 financial review (included in board packet) with the board and answered general questions concerning the various components of the financial review. The 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 Kuefner/ 2nd by Holthouse: To accept the financial review as presented; 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 15, 2024 and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (QCCIFD #24-013):

- Standard agenda items
- Call to Election
- Tentative Budget

Item 8: Announcements: None

Item 9: Adjourn; Motion by Kuefner / 2nd by Doyle to adjourn the meeting at 7:23pm. Passed 4-0.

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QCCIFD meeting minutes approved: May 22, 2024:

Dan Kuefner, Board Chair

James Holthouse, Board Clerk

Phil Ruscetti, Board Member

Ryan Doyle, Board Member