

QCCIFD Meeting Minutes – November 20, 2024

The Queen Creek County Island Fire District (QCCIFD) governing board met in a properly posted open public meeting on Wednesday, November 20, 2024. The meeting was held at the 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 6:37 p.m. by board chair Kuefner.
- B. Roll Call: Chair Kuefner, Clerk Holthouse and Member Ruscetti in attendance. (Absent – Doyle) Additional attendees: Chief Marlar, Kelly Vaughn – Administrative Manager.

Item 1: Consideration of approval of the governing board meeting minutes of September 24, 2024 (QCCIFD #24-035):

Motion by Holthouse / 2nd by Ruscetti: To approve the September 24, 2024 minutes as presented; Passed 3-0. (Absent – Doyle)

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):

- a) Monthly response and service report: Chief Marlar discussed the September and October response reports. The average response time is five minutes. Chief Marlar discussed in Pinal County there are 2400 rooftops that could possibly be expanded into the district. Next steps to be discussed with John Flynn.

Discussion only – no action taken

Item 4: Consideration of district financial matters:

- a) Review of monthly financial reports (QCCIFD #24-036):

Administrative Manager Vaughn reviewed the September and October 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 Kuefner/ 2nd by Holthouse: To accept the finance reports as presented; Passed 3-0. (Absent – Doyle)

- b) Review of invoices / payables and authorization for payment (QCCIFD #24-037):

Consultant Vaughn presented invoices (included within board packet) and warrants (checks) for board review and authorization for payment: PolicyLogic, LLC (\$1,772.73); Angela Bertram, CPA (\$325); Town of Queen Creek – 1st half of

QCCIFD Meeting Minutes – November 20, 2024

contract service (\$1,301,573).

Motion by Kuefner/ 2nd by Holthouse: To authorize payment of the invoices presented; Passed 3-0. (Absent – Doyle)

Item 5: Consideration of retaining a firm for the purpose of performing an annual audit of the district’s financial records for the fiscal year ending June 30, 2023 pursuant to A.R.S §48-253. (QCCIFD #24-038).

There were two quotes for the annual audit. Administrative Manager Vaughn presented the proposal by SC Audit & Accounting Solutions for \$3,300, and another by Walker & Armstrong for \$10,000. There was general discussion by the board concerning the proposal.

Motion by Kuefner / 2nd by Holthouse: To retain SC Audit & Accounting Solutions for financial audit services for the fiscal year ending June 30, 2024; Passed 3-0. (Absent – Doyle)

Item 6: Consideration of items for the agenda of the Queen Creek County Island Fire District’s next regular scheduled meeting (January 15, 2025) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (QCCIFD #24-039):

- Insurance renewal
- Expansion

Item 7: Announcements:

Next meeting is changed to January 22, 2025 due to the fire district conference.

Item 8: Adjourn; Motion by Kuefner / 2nd by Ruscetti to adjourn the meeting at 7:27 pm. Passed 3-0. (Absent – Doyle)

QCCIFD meeting minutes approved: January 22, 2025:

Daniel Kuefner, Board Chair

James Holthouse, Board Clerk

Phil Ruscetti, Board Member

QCCIFD Meeting Minutes – November 20, 2024

Ryan Doyle, Board Member