

QCCIFD Meeting Minutes – September 24, 2024

The Queen Creek County Island Fire District (QCCIFD) governing board met in a properly posted open public meeting on Tuesday, September 24, 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 6:30 p.m. by board clerk Holthouse.
- B. Roll Call: Clerk Holthouse and Members Doyle and Ruscetti were in attendance. Additional attendees: Fire Chief Gray, Battalion Chief Jason Mertlich, Kelly Vaughn – Administrative Manager. (Absent – Chair Kuefner)

Item 1: Consideration of approval of the governing board meeting minutes of July 24, 2024 (QCCIFD #24-030):

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

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: The July and August response reports were distributed in the meeting packet. The board reviewed the reports. The response times have been consistent.

Discussion only – no action taken

Item 4: Consideration of district financial matters:

- a) Review of monthly financial reports (QCCIFD #24-031):

Administrative Manager Vaughn reviewed the July and August 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 3-0. (Absent – Kuefner)

- b) Review of invoices / payables and authorization for payment (QCCIFD #24-032):

Consultant Vaughn presented invoices (included within board packet) and warrants

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(checks) for board review and authorization for payment: PolicyLogic, LLC (\$2,132.07); Angela Rath, CPA (\$350).

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

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 #24-033).

Administrative Manager Vaughn to get another quote. Discussion is tabled until next meeting.

Item 6: Consideration of items for the agenda of the Queen Creek County Island Fire District's next regular scheduled meeting (November 20, 2024) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (QCCIFD #24-034):

- Standard agenda items
- Retaining firm for annual audit

Item 7: Announcements: None

Item 8: Adjourn; Motion by Doyle/ 2nd by Holthouse to adjourn the meeting at 7:00 pm. Passed 3-0. (Absent – Kuefner)

QCCIFD meeting minutes approved: November 20, 2024:

Dan Kuefner, Board Chair

James Holthouse, Board Clerk

Ryan Doyle, Board Member

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Phil Ruscetti, Board Member