

## QCCIFD Meeting Minutes – September 20, 2017

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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, September 20, 2017. 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 6:35 p.m. by board member Memmott.
- B. Roll Call: Chair Memmott, Clerk Ruscetti and Members Kuefner and Woodruff (via telephonically) in attendance.

**Item 1:** Consideration of approval of the governing board meeting minutes of July 19, 2017 (QCCIFD #17-022):

Motion by Memmott / 2<sup>nd</sup> by Ruscetti: To approve the July 19, 2017 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 #17-n/a):

- a) Monthly response and service report: Chief Knight discussed the July and August response reports and answered general questions from the board on information provided in the reports.
- b) New station #3 should have a positive effect on response times.

Discussion only – no action taken

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

- a) Review of monthly financial reports (QCCIFD #17-023):

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 Memmott / 2<sup>nd</sup> by Woodruff: To accept the finance reports as presented; Passed 4-0.

- b) Review of invoices / payables and authorization for payment (QCCIFD #17-024):

Administrative Manager Vaughn presented invoices (included within board packet) and warrants (checks) for board review and authorization for payment: PolicyLogic, LLC (\$1,976.67); Angela Bertram, CPA (\$315.00).

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

**Item 5:** Consideration of QCCIFD website and consideration of additional security features (QCCIFD #17-025):

The board discussed the need to improve and update the current QCCIFD website. Members will look into getting quotes to discuss at next board meeting.

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 15, 2017) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (QCCIFD #17-026):

- Standard agenda items
- Website rebuild

**Item 7:** Announcements:

None

**Item 8:** Adjourn; Motion by Memmott / 2<sup>nd</sup> by Kuefner to adjourn the meeting at 7:08pm. Passed 4-0.

**QCCIFD meeting minutes approved: November 15, 2017**

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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**