

# CCIFD Meeting Minutes – January 24, 2018

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Board Meeting  
Regular Session

January 24, 2018

The Chandler County Island Fire District (CCIFD) governing board met in a properly posted open public meeting on Wednesday, January 24, 2018. The meeting was held at the City of Chandler Fire Department Administrative Offices, located at 151 E. Boston Street, Chandler, Arizona.

The following agenda items were considered at the meeting:

## **1. CALL TO ORDER**

The meeting of the CCIFD board was called to order at 6:04 p.m. by Chair Hurley.

## **2. ROLL CALL**

Roll Call: Chair E. Hurley, Clerk J. Gerber and members K. Hasper and E. Lu (attended telephonically). (Absent: Member J. Young)

Guests – Bill Whittington, legal counsel (attended telephonically), Kelly Vaughn, Administrative Manager.

## **3. BUSINESS**

**Item 1:** Review and approval of the governing board meeting minutes of November 8, 2017 (CCIFD #18-001):

Motion by Gerber / 2<sup>nd</sup> by Hasper: To approve the minutes of the November 8, 2017 meeting as submitted; Passed 4-0. (Absent – J. Young)

**Item 6:** Discussion and possible action concerning legal counsel review of the intergovernmental agreement with the City of Chandler (CCIFD #18-005).

Mr. Bill Whittington reviewed the Intergovernmental Agreement for the Provision of Fire Protection Services between the Chandler County Island Fire District and the City of Chandler with the board. Mr. Whittington discussed there a few items that he recommends cleaning up within the IGA (refer to email document from Mr. Whittington to Chair Ed Hurley dated January 12, 2018). Administrator Vaughn to speak with insurance provider about indemnification obligation. Will revisit during next meeting. There was a consensus across the board for the changes to be made. Chief Dwiggin's to speak with the City of Chandler's attorney to address proposed changes to the IGA.

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Mr. Bill Whittington left the meeting at 6:09pm.

**Item 2:** Call to the Public: None.

**Item 3:** Report from the fire chief regarding the provision of fire and EMS to the CCIFD, including but not limited to the following items (CCIFD #18-n/a):

a) Monthly response and service report: November and December 2017.

Chief Dwiggins provided the board with a summary of the November and December response reports into the county islands and answered general questions concerning information contained within the reports.

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

a) Review of monthly financial reports: November and December (CCIFD #18-002):

The reconciled monthly finance reports from Maricopa County were presented by Administrative Manager Vaughn and reviewed, as were the monthly financial reports prepared by the District's CPA (finance reports included in the board packet). ).

Motion by Hasper / 2<sup>nd</sup> by Gerber: To accept the financial reports as presented; Passed 4-0. (Absent – J. Young)

b) Review of invoices / payables and authorization for payment (CCIFD #18-003):

Invoices for payment were presented (included in board packet for September and October; PolicyLogic, LLC (\$1,783.55); Angela Bertram, CPA (\$292.50); BPCWS, PLLC (legal counsel) (\$603.50).

Motion by Hurley/ 2<sup>nd</sup> by Hasper: To approve the invoices as presented for payment; Passed 4-0). (Absent – J. Young)

**Item 5:** Review of electronic mail and phone messages received at the CCIFD website (CCIFD #18-004)

Administrative Manager Vaughn updated the board on phone messages received and the disposition of messages and any follow up required.

Discussion only – no action taken.

**Item 7:** Consideration of items for the agenda of the Chandler County Island Fire District's next

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regular scheduled meeting (March 14, 2018) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (CCIFD #18-006):

- Standard agenda items.
- Revisit IGA

**Item 8:** Announcements:

None

### **4. ADJOURNMENT**

Adjourn: Motion by Hurley / 2<sup>nd</sup> by Hasper: To adjourn the meeting at 6:31 p.m.; Passed 4-0.  
(Absent – J. Young)

**CCIFD meeting minutes approved: March 14, 2018.**

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**Edward R. Hurley, Board Chair**

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**Jeff Gerber, Board Clerk**

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**Kevin Hasper, Board Member**

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**Janice Young, Board Member**

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**Emily Lu, Board Member**