

## CCIFD Meeting Minutes – September 14, 2022

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The Chandler County Island Fire District (CCIFD) governing board met in a properly posted open public meeting on Wednesday, September 14, 2022. The meeting will be held at the City of Chandler – Fire Department Administrative Offices, 151 East Boston Street, Chandler, Arizona.

The following agenda items were considered at the meeting:

- A. The meeting of the CCIFD board was called to order at 6:05 p.m. by Clerk Gerber.
- B. Roll Call: Clerk J. Gerber and members K. Hasper and E. Lu.

**Item 1:** Review and approval of the governing board meeting minutes of July 27, 2022 (CCIFD #22-025):

Motion by Hasper/ 2<sup>nd</sup> by Gerber: To approve the minutes of the July 27, 2022 meeting as submitted; Passed 3-0. (Absent – Hurley)

**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 #22-n/a):

- a) Monthly response and service report: July and August 2022.

Chief Chapman provided the board with a summary of the July and August response reports into the county islands and answered general questions concerning information contained within the reports. Chief Chapman reported there was 1 trash fire.

Discussion only – no action taken.

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

- a) Review of monthly financial reports: July and August 2022 (CCIFD #22-026):

The reconciled monthly finance reports for July and August 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). August will be reviewed at the next meeting.

Motion by Lu / 2<sup>nd</sup> by Gerber: To accept the financial reports as presented; Passed 3-0 (Absent – Hurley)

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b) Review of invoices / payables and authorization for payment (CCIFD #22-027):

Invoices for payment were presented (included in board packet for July & August; PolicyLogic, LLC (\$2,010.70); Angela Bertram, CPA (\$332.50).

Motion by Gerber / 2<sup>nd</sup> by Hasper: To approve the invoices as presented for payment; Passed 3-0). (Absent – Hurley)

**Item 5:** Consideration of engaging the firm of Angela D. Bertram, CPA for the purposes of providing the district's accounting services for the fiscal year beginning July 1, 2022 and ending June 30, 2023 (CCIFD #22-028)

Administrative Manager Vaughn discussed the annual engagement letter from the board's CPA, Angela Bertram and recommended retention of Ms. Bertram by the CCIFD. Ms. Bertram's hourly rate went up by \$5/hr. Since has not increased her rates in quite a few years.

Motion by Gerber / 2<sup>nd</sup> by Hasper: To retain the firm of Angela Bertram, CPA for accounting services; Passed 3-0. (Absent – Hurley)

**Item 6:** Consideration of items for the agenda of the Chandler County Island Fire District's next regular scheduled meeting (November 9, 2022) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (CCIFD #22-029):

- Standard agenda items.

**Item 7:** Announcements:

- None

**Item 8:** Adjourn: Motion by Gerber / 2<sup>nd</sup> by Hasper: To adjourn the meeting at 6:16 p.m.; Passed 3-0. (Absent – Hurley)

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**CCIFD meeting minutes approved: November 9, 2022.**

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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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**Emily Lu, Board Member**