

# CCIFD Meeting Minutes – January 25, 2023

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Board Meeting  
Regular Session

January 25, 2023

The Chandler County Island Fire District (CCIFD) governing board met in a properly posted open public meeting on Wednesday, January 25, 2023. The meeting was 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:

## **1. CALL TO ORDER**

The meeting of the CCIFD board was called to order at 6:01 p.m. by Clerk Gerber.

## **2. ROLL CALL**

Roll Call: Clerk J. Gerber and Members Emily Lu and Kevin Hasper.

Guests – Kelly Vaughn, Administrative Manager, Chief Chapman.

## **3. BUSINESS**

**Item 1:** Consideration of electing a chair and clerk of the Chandler County Island Fire District's governing board pursuant to A.R.S. §48-803(E) (CCIFD #23-001).

There was a general discussion about the chair and clerk positions.

Motion by Hasper / 2<sup>nd</sup> by Lu to elect Jeff Gerber as the board chair; Passed 3-0.

Motion by Gerber / 2<sup>nd</sup> by Lu to elect Kevin Hasper as the board clerk; Passed 3-0.

**Item 2:** Review and approval of the governing board meeting minutes of November 9, 2022 (CCIFD #23-002):

Motion by Gerber / 2<sup>nd</sup> by Lu: To approve the minutes of the November 9, 2022 meeting as submitted; Passed 3-0.

**Item 3:** Call to the Public: None.

**Item 4:** Report from the fire chief regarding the provision of fire and EMS to the CCIFD, including but not limited to the following items (CCIFD #23-n/a):

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- a) Monthly response and service report: November and December 2022 were included in the board packet. The amount of service calls for November and December were typical.

**Item 5:** Consideration of district financial matters:

- a) Review of monthly financial reports: November and December 2022 (CCIFD #23-003):

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 Gerber / 2<sup>nd</sup> by Hasper: To accept the financial reports as presented;  
Passed 3-0.

- b) Review of invoices / payables and authorization for payment (CCIFD #23-004):

Invoices for payment were presented (included in board packet for November and December; PolicyLogic, LLC (\$1,633.70); Angela Bertram, CPA (\$325)

Motion by Lu/ 2<sup>nd</sup> by Hasper: To approve the invoices as presented for payment;  
Passed 3-0.

**Item 6:** Review of electronic mail and phone messages received at the CCIFD website (CCIFD #23-005.)

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 regular scheduled meeting (March 8, 2023) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (CCIFD #23-006):

- Standard agenda items.
- Annual audit
- Insurance renewal

**Item 8:** Announcements: If there are any interested board members, please give their contact information to Kelly Vaughn.

### **4. ADJOURNMENT**

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Adjourn: Motion by Geber / 2<sup>nd</sup> by Hasper: To adjourn the meeting at 6:34 p.m.; Passed 3-0.  
(Absent – Gerber)

**CCIFD meeting minutes approved: March 8, 2023.**

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**Jeff Gerber, Board Chair**

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**Kevin Hasper, Board Clerk**

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**Emily Lu, Board Member**