

MINUTES OF MEETING  
OF THE CONGRESS FIRE DISTRICT  
HELD February 26, 2024

A public meeting of the Congress Fire District was convened at 5:00 p.m. on February 26, 2024, at the Congress Fire District Office. The following matters were discussed, considered and decided at the meeting:

1. Call to Order: Meeting was called to order at 5:00 p.m.
2. Roll Call: The following members of the Board of the Congress Fire District were present at the meeting: Jim Sparks, Chairman of the Board was absent, Steve Holloman, Clerk of the Board, and Reggie MacDonald, member. Also present were Fire Chief Virgil Suitor and Secretary/Treasurer Kaitlyn Brinkley.
3. Approval of Minutes: The minutes of the meeting of January 22, 2024 were reviewed. Reggie made a motion to approve the minutes and Jim seconded the motion. All in favor; minutes are approved.
4. Approval of Financial Reports: Financial reports for the month of December 2023 and January 2024 consisting of Balance Sheet, Cash Flow (Budget vs. Actual), Transaction list, County Treasurer Monthly Warrant Statement with Reconciliation, and County Treasurer Monthly Capital Reserve Statement with Reconciliation were reviewed. Motion was made by Steve to approve the financial reports for the month of December 2023 and January 2024; Jim seconded; all in favor; financial reports are approved.
5. Correspondence: None.
6. Fire Chiefs Report:
  - a. Chief was told that Brush 1 was out of service due to incorrect tires that were placed on it, they were told that they are trailer tires. When they in-fact are not trailer tires. Chief was also notified that there were \$7,000 in repairs for it. It was cleared during discussion that the information was incorrect, just small things needed to be updated for Wildland season. Other than that, all other trucks are running well.
  - b. Chief notified us that he will be out of town for the next week and a half.
  - c. Old Business: The Final Draft of the Audit was reviewed, all looks good. The Final Draft was submitted to the county at the beginning of February.
  - d. New Business:

- a. The Communications site Lease agreement from AZ AirNet was reviewed and discussed. The agreement is for AZ AirNet to set up a tower on the Fire Departments property to help with connections.
- b. The 2024 NAV and Lecy Limit worksheet was reviewed and discussed.
- e. No Executive Session required.
- f. Call to the Public: Chief Brian Smith from Williamson Valley-Bagdad Fire District discussed some on the possible contract with Congress Fire once Chief Suitor retires. Discussed was the Exhibit A in each contract is different per district, that there is a shared Chief IGA and a personnel and equipment IGA. A draft copy will be sent to the board to view the contracts.
- g. Adjournment: Next regular meeting: Monday, March 18, 2024. Steve made a motion to adjourn the meeting: seconded by Jim; all in favor, meeting is adjourned at 5:27 p.m.

Congress Fire District Governing Board

Secretary \_\_\_\_\_

Approved: \_\_\_\_\_