

MINUTES OF MEETING
OF THE CONGRESS FIRE DISTRICT

HELD November 15, 2021

A public meeting of the Congress Fire District was convened at 7:00 p.m. on November 15, 2021, 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 6:59 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; conferenced in. Steve Holloman, Clerk of the Board and Jane Summers, member. Also, present Fire Chief, Virgil Sutor, Secretary/Treasurer Kaitlyn Brinkley.
3. Approval of Minutes: The minutes of the meeting of October 18, 2021 were reviewed. Steve made a motion to approve the minutes and Jane seconded the motion. All in favor; minutes are approved.
4. Approval of Financial Reports: Financial reports for the month of October 2021 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 October 2021; Jane seconded; all in favor; financial reports are approved.
5. Correspondence: None.
6. Fire Chief's Report: Brush 1 has an anti-freeze leak on the bolt piece, will call Craig's to repair. Engine 1 had a pump test and had two leaking valves, the manual pump lever was fixed due to it sticking, and the primer pump was repaired. We are still awaiting on a new light bar to be delivered. Everything else is going good, with no issues.
7. Old Business:
 - a. Susan Vos from Regier Carr and Monroe conferenced in to present the Annual Audit Report, we discussed the Management Rep Letter, Audit Letter and the Annual Report. The Management letter was signed and dated by Virgil and Kaitlyn and will be sent back to Susan on November 16.
8. New Business: None
9. No Executive Session required.
10. Call to the Public. None

11. Adjournment: Next regular meeting is Monday December 20, 2021 at 7:00 p.m. Motion was made by Jim that this meeting be adjourned; seconded by Steve; meeting adjourned at 7:20 p.m.

Congress Fire District Governing Board

Secretary _____

Approved: _____