

MINUTES OF MEETING  
OF THE CONGRESS FIRE DISTRICT  
HELD September 18, 2017

A public meeting of the Congress Fire District was convened at 7:00 p.m. on September 18, 2017, 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 7:07 p.m.
2. Roll Call: The following members of the Board of the Congress Fire District were present at the meeting: John Burke, Chairman of the Board, Steve Holloman, Clerk of the Board. Also present were Fire Chief Virgil Sutor, Secretary/Treasurer Kaitlyn Brinkley, firefighter/EMTs Jake Moder, Esteban Hernandez, Josue Coronado and Nicole Lema.
3. Approval of Minutes: The minutes of the meeting of August 21, 2017 were reviewed. Steve made a motion to approve the minutes and John seconded the motion. All in favor; minutes are approved.
4. Approval of Financial Reports:
  - a. Financial reports for the month of August 2017 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.
  - b. Motion was made by Steve to approve the financial reports for the month of August 2017; John seconded; all in favor; financial reports are approved.
5. Correspondence: Review and Approval of the Engagement letter from Reiger Carr & Monroe. Steve made a motion to approve the Engagement letter; John seconded; All in favor. Letter is approved and signed.
6. Fire Chief's Report:
  - a. Everything has been going good. No problems with any of the trucks. Brush 1 is out of state on a Wild land assignment in California with FF Basham, as well as an Engine boss from Wickenburg and two other men from Harquahala Valley Fire Department.
  - b. We are still interested in purchasing a new Water Tender for the Fire Department. The advantage would be that we would be able to send it out on Wild Land assignments with two people (Does not need an Engine boss like our Type 6 does) and with the money it would make being out on assignment we would be able to pay it off quicker.

- c. The shower framing and drywall for the shower will be completed in December. Due to scheduling with town meetings. We don't want to have construction going on with visitors going in and out of the office.

7. Old Business:

- a. Also received VFIS Renewal Questionnaire for all A&S and liability insurance. The questionnaire has been completed and was presented to the Board for signature. There were no changes from the previous year with the exception of the removal of 4 employees and adding one new employee.
- b. Correspondence received from Property Tax Oversight Commission approving our secondary property tax levy at \$3.25.

8. New Business: None

9. No Executive Session required.

10. Call to the Public. None

11. Adjournment: Next regular meeting: Monday, October 16, 2017. Steve made a motion to adjourn the meeting; seconded by John; all in favor, meeting is adjourned at 7:40 p.m.

Congress Fire District Governing Board

Secretary \_\_\_\_\_

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