

MINUTES OF MEETING  
OF THE CONGRESS FIRE DISTRICT  
HELD September 19, 2016

A public meeting of the Congress Fire District was convened at 7:00 p.m. on September 19, 2016, 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 7:00 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, and Jack Adrian, member. Also present were Fire Chief Virgil Sutor, Secretary/Treasurer Evelyn Houston, firefighter/EMTs Jason Hershberger, Jeff Cross, James Armstrong and Nicole Lema. Also present were Lea Way and Judy Hillman from the Congress Community Clinic.
3. Approval of Minutes: The minutes of the meeting of July 18, 2016 were reviewed. Jack made a motion to approve the minutes and Steve seconded the motion. All in favor; minutes are approved.
4. Approval of Financial Reports:
  - a. Financial reports for the months of July and August 2016 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 months of July and August 2016; Jack seconded; all in favor; financial reports are approved.
5. Correspondence: Correspondence covered in "7. Old Business"
6. Fire Chief's Report:
  - a. Chief advised board that he has received estimate from a plumber in Yarnell for all of the plumbing work only in the amount of \$2500. Still waiting for written estimate. The only other expenses will be for drywall, framing and light approximately \$1,000. Senior Center will most likely match amount donated by Old Congress Days.
  - b. All trucks are working fine at this time except for the Chief's truck which seems to have a vibration problem after it lost the tire. Will have it checked out.

- c. Chief advised the board about the truck that was stolen from the lot across the street. Chief asked board about putting cameras on the building as a deterrent and record any problems which could occur. Wants to protect employee cars parked out front as well as back of building, sheds and surrounding area. Board has approved the expenditure and hiring someone to assist.

7. Old Business:

- a. Election cancellation correspondence given to Board. Jack's certificate received as well as his Oath of Office. He will take it and sign and get it notarized. The Oath needs to be returned to Prescott.
- b. Correspondence received from VFIS regarding need to have employees update beneficiary information for A&S insurance. This will be done at the end of the year when the employees have an opportunity to review their taxes and change if needed.
- c. Also received from VFIS the 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 addition of 5 new employees.
- d. It had been discussed at a prior meeting to revisit the budget override issue again after the election process was completed. Discussion on the issue was had with a consensus of the board being that the costs for preparation of the override would far exceed any additional tax revenues that would come from a \$.25 tax increase, particularly since we have not yet reached the cap of \$3.25. It is not costs effective.
- e. FY 2015-2016 Excise Tax Return was presented to the board, reviewed and signed.
- f. Auditor has all documents requested to proceed with the audit. Field work has been scheduled for October 19, 2016 with the final Audit and Report presented to the Board at the meeting on November 21, 2016.
- g. Correspondence received from Property Tax Oversight Commission approving our secondary property tax levy at \$2.8149.

8. New Business: None

9. No Executive Session required.

10. Call to the Public.

- a. Lea Way from the Congress Community Clinic/Wickenburg Hospital addressed the Board to discuss with the Board the possibility of Congress Fire District changing its base hospital to Wickenburg Hospital.

- b. Judy Hillman appeared to discuss work needed for Old Congress Days and Congress Fire assisting with marking the field, beer tent, etc.

11. Adjournment: Next regular meeting: Monday, October 17, 2016. Steve made a motion to adjourn the meeting; seconded by Jack; all in favor, meeting is adjourned at 7:55 p.m.

Congress Fire District Governing Board

Secretary \_\_\_\_\_

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