

MINUTES OF MEETING
OF THE CONGRESS FIRE DISTRICT

HELD November 20, 2023

A public meeting of the Congress Fire District was convened at 7:00 p.m. on November 20, 2023, 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: Jim Sparks, Chairman of the Board. Steve Holloman, Clerk of the Board and Jane Summers, member. Also, present Fire Chief, Virgil Suito, Secretary/Treasurer Kaitlyn Brinkley.
3. Approval of Minutes: The minutes of the meeting of October 16, 2023 were reviewed. Steve 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 October 2023 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 Jim to approve the financial reports for the month of October 2023; Reggie seconded; all in favor; financial reports are approved.
5. Correspondence: Yavapai County sent out an email in regards to Joint Powers of Authorities; the documentation provided went over how JPA's are managed.
6. Fire Chief's Report: Everything has been going good; trucks are running good with no issues. Some new batteries were purchased for the Big Flashlights
7. Old Business:
 - A. A time change for the monthly Board Meeting has been requested to change from 7 p.m. to 5 p.m. Steve made a motion to approve the time change; Jim seconded. All in Favor.
 - B. Update on the Audit for FY 22/23, all documents requested have been submitted. Hoping to complete the presentation at the December meeting.
8. New Business: None.
9. An Executive Session has been requested for Monday November 27th; time to be determined.

10. Call to the Public: Concerned citizens presented their thoughts and questions in regards to a posting that has been around town; stating that the Fire District would be getting rid of medical calls. Betty B. (representing some other community members not in attendance) – was the first to discuss on the topic – she stated that she was, “Worried about the Fire Department getting rid of the Medical Services.”; Chief Suitor replied, “There is no way that medical services cannot be rendered, the posting seen by the public is a rumor and medical services will always be provided in the district.” – Dorothy D. asked, “How many EMTs were on per shift?” Chief Replied, “2-3 are on per shift.” Laura S. questioned. “What improvements are on the table for the district currently for the Chief retiring?”; Chairman Sparks replied to that question, “Nothing has been set and stone, we are currently looking into options and every scenario that we have is a good option.” Other questions were asked by Dave M, Dave Z, Bonnie S and Sherill S; these questions related to, “When is the Chief retiring?” and questions about his future endeavors after he is retired.

11. Adjournment: Next regular meeting is Monday December 18, 2023 at 7:00 p.m. Motion was made by Jim that this meeting be adjourned; seconded by Steve; meeting adjourned at 7:30 p.m.

Congress Fire District Governing Board

Secretary _____

Approved: _____