



BEAVER DAM/LITTLEFIELD FIRE DISTRICT
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Minutes A.R.S. §38-403.01

The Fire Board of the Beaver Dam/Littlefield Fire District Governing Board held a meeting, open to the public on **December 3, 2014 at 6:00 P.M.** at the Beaver Dam/Littlefield Fire District, Fire Station No 1 located at 630 North Highway 91 in Beaver Dam, Arizona for discussion of Public Business.

MINUTES OF DECEMBER 3, 2014

1. Call to order:

By Board Chairman Reber at 6:04 P.M. on December 3, 2014

2. Roll call of Board Members:

Board Chairman: Dan Reber	Present
Board Clerk: Doug Adriance	Present
Board Member: Gene Maughan	Present
Board Member: Bill Burch	Present
Board Member: Tom Oliver	Present
Administrative Assistant: George Burnett	Present

Also present were: Fire Chief Hunt and Captain Jackson

3. Pledge of Allegiance:

Given by Board Member Maughan

4. Call to the Public for comment and non-agenda items:

No Comments

5. Approval of Minutes:

A. Special session of:

1. November 25, 2014

Board Member Maughan made a motion to accept the minutes after the corrections were made with Board Member Burch seconding. Motion passed unanimously. 5-0-0

6. Reports and correspondence:

A. Fire Chief's report:

1. AFG Update:

Chief Hunt said that the AFG was completed and that it had been sent off. He also stated that he just received an e-mail stating that the grant has been accepted.

2. ACLS Update:

Chief Hunt mentioned that all of our Advanced EMT's were just recently certified as Advanced Cardiac Life Support and that an instructor from Mercy Air did the training.

3. Update on Engine 11:

Chief Hunt noted that our loan for Engine 11 was paid off in October and we have the title to it.

B. Fire and EMS report for the month of:

1. November 2014

Chief Hunt went through the fire and EMS run report and noted that we had 9 fire responses and had 54 EMS responses for a total 63 responses for the month of November 2014.

C. Fire Board Chairman's Report:

Board Chairman Reber read a letter that was received from Mrs. Eleanor Bell, wife of Clayton Bell (former Fire Chief) from Beaver Dam/Littlefield Fire Department.

7. Old Business:

A. Discuss, review and possible action on David Curtis's Eagle Scout Project at Station #2

Mr. Curtis cancelled for unknown reasons. No discussion or action taken and will be put on the January 7, 2015 agenda.

8. New Business:

A. Review, Discuss and action on a budget review for Fiscal Year 2014-2015

Captain Jackson gave the report – He mentioned that he tried to make it as easy as possible to read. Basically he just added two additional columns to the actual budget that was presented to the board for approval. The additional columns include the expenditures and the actual balance left in the budget of each line item. This budget review is from July 1, 2014 through October 2014. The expenditures for November 2014 are not included.

Discussion continued on each line item and concluded that the Fire District's Budget is in good shape, even though there were a couple of items he forgot to include in the budget. It was decided that the board would review the budget quarterly, and Captain Jackson would do this without having a motion made.

B. Discuss and possible action on the AFDA Conference being held on January 15, 16 and 17th 2015
Administrative Assistant Burnett presented the board and Chief Officers the itinerary of the annual conference and noted to the newly appointed board members that the items in red are the courses that they are required by Arizona State Statutes to attend.

Administrative Assistant Burnett also stated that he would need their schedule of classes before the end of the month to make the necessary reservations for both the hotel and classes they wish to attend.

C. Review, discussion and possible action on the Administrative Assistant Hours and Job Duties.

The board reviewed the time sheets for the administrative assistant and was somewhat concerned of the number of hours when the number of hours allowed was only 15 hours per month.

Administrative Assistant Burnett responded that with the elections going on and the time it took for posting the agenda and delivery of the packets ahead of the scheduled meeting took a couple of hours.

After further discussion between the board members and the administrative assistant it was decided to revert back to the 15 hours per month. Instead of the packets the board decided to have just the agenda and minutes for approval e-mailed to them and to have someone deliver the agenda and post it in Scenic. The board feels that this could possibility get back to the 15 hours allowed. The board also mentioned that if the administrative assistant feels that he's going to go over that, the entire board should vote on it. They realize that there may time's that this will happen, for instance making the necessary arrangements for the annual conference.

9. Beaver Dam/Littlefield Fire District Warrants:

A. Review, discussion and possible approval of the District's Monthly Report:

There was no review of the District's Monthly Report for November 2014

B. Discussion and possible action of warrants from November 6, 2014 through December 3, 2014

After discussion and a couple of questions Board Member Maughan made a motion to accept the warrants with Board Chairman Reber seconding the motion. Motion passed unanimously. 5-0-0

10. Call to the public on Agenda Items discussed:

Board member Oliver mentioned that he didn't know when the appropriate time to discuss this Item, but he was wondering if there was a chance to change the meeting dates to anything but on Wednesdays.

Board Chairman Reber instructed the Administrative Assistant to put the item on the next agenda.

11. Future Agenda Items:

Discuss, review and possible action on David Curtis's Eagle Scout Project at Station #2

Discuss and possible action on changing the regular scheduled meeting dates

12. Next Regular Board Meeting:

Scheduled for January 7, 2015 at 6:00 P.M.

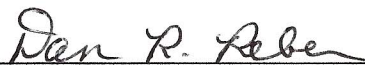
13. Calendar of Events:

See Attached Pages

14. Adjournment:

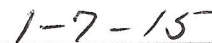
Board Chairman Reber made a motion to adjourn with Board Member Maughan seconding the motion. Motion passed unanimously. 5-0-0

Reviewed and approved by:



Dan Reber

Beaver Dam/Littlefield Fire District
Governing Board Chairman



Date

Ref:

SD Card #1

File #3

Rec. #7