



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 **April 16, 2015 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 APRIL 16, 2015

1. Call to order:

Called to order By Board Chairman Reber at 6:03 P.M. on April 16, 2015

2. Roll call of Board Members/Affirmation of Quorum:

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

Board Chairman Reber stated that all members are present and a quorum is present

Also present were:

Fire Chief Hunt and Captain Jackson

3. Pledge of Allegiance:

Given by Debbie Gates

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

No comments

5. Approval of Minutes:

A. Regular session of:

1. Minutes of March 19, 2015

Board Clerk Adriance made a motion to accept the minute as written of March 19, 2015 with Board Chairman Reber seconding the motion. Motion passed 5-0-0. Minutes accepted

2. Special Meeting of April 2, 2015

Board Member Maughan made a comment about trying to condense the minutes and the administrative assistant was instructed by the board to do that. Board Chairman Reber made a motion to accept the minutes as written with Board Member Oliver seconding he motion. Motion passed 4-0-1 with Board Member Maughan abstaining

6. Reports and correspondence:

A. Fire Chief's report:

1. Wildland Update

Fire Chief Hunt updated the board on the response to wildland fires, he also said that there may be another wildland class, there was also a new type 3 engine that was at the station for a few hours.

2. ISO Update

Fire Chief Hunt stated that the packet is almost done, the next step is the actual evaluation.

B. Monthly Fire and EMS Reports for the month of: March 2015

Fire Chief Hunt went over the March's 2015 run report with a total of 11 fire responses and 49 medical responses with a total of 60 responses for the month of March 2015

C. Fire Board Chairman's Report

Nothing to report

Public Comment: Public comment/input is welcomed after each agenda item of Old and New Business. Individual comments are limited to three minutes per individual and must pertain to the specific agenda item.

7. **Old Business:**

A. Discussion and possible action on the proposed 2015-2016 FY budget.

Fire Chief Hunt had 2 budgets available to go over. The board had no copies of them and Fire Chief Hunt said that they had to let him know which direction to take. Fire Chief Hunt went over both of them, one without funds for another firefighter and the other with. Right now both budgets are still short of projected revenues. Board Member Maughan asked why the board didn't have any copies. Discussion ensued with the board telling the chief to come up with a budget where they can review it at the next meeting. Items A, B and C were tabled until the next regular scheduled meeting on May 21, 2015.

B. Discussion and possible action regarding hiring another full-time employee

C. Discussion and possible action regarding retirement benefits

D. Discussion and possible action regarding going to electronic meetings

Administrative Assistant went over the costs of going to the electronic meeting with the cost of the Tablets and a laptop for the administrative assistant of around \$3,000. Board Member Maughan made a motion to use monies in the Contingency Fund with Board Chairman Reber seconding the motion. Motion passed to use monies in the Contingency Fund to get 6 Android Tablets and a laptop for the boards use. 5-0-0

8. **New Business:**

A. Discussion and possible action on the water use agreement with the Littlefield Unified School District.

No discussion needed on this item, Board Clerk Adriance made a motion to accept the water use agreement with Board Member Maughan seconding the motion. Motion passed 5-0-0

B. Discussion and possible action on the replacement of the recording equipment (mics & Recorder). This item was tabled for future discussion.

9. **Beaver Dam/Littlefield Fire District Accounts:**

A. Review, discussion and possible approval of the District's Monthly Reconciliation Reports.

1. Chase Morgan

2. Mountain America

3. American Express

After some discussion Board Clerk Adriance made a motion to accept all the reconciliation reports with Board Chairman seconding the motion. Motion passed 5-0-0

- B. Discussion and possible action on the 2014-1015 budget expenditures and balance and projected revenues

After some discussion and a couple of questions Board Chairman Reber made a motion to accept the 2014-2015 budget expenditures, balance and projected revenues with Board Clerk Adriance seconding the motion. Motion passed 5-0-0

- C. Discuss and Possible Action on proposed Capital Outlay Projects

There was nothing to discuss on this matter

- D. Discuss and Possible Action on the Warrants from March 20, 2015 through April 16, 2015

After a short discussion Board Member Maughan made a motion to accept the warrants with Board Chairman Reber seconding the motion. Motion passed to accept the warrants. 5-0-0

10. Future Agenda Items:

- A. Discussion and possible action on selection of an auditor for the Fire District (Full Audit now required)
- B. Discussion and possible action regarding the formulating a Board Policy Manual
- C. Discussion and possible action on the replacement of the recording equipment (mics & recorder)
- D. Discussion on the Budget Review
- E. Discussion on hiring a full-time employee
- F. Discussion on possible retirement benefits for full-time personnel

11. Next Regular Board Meeting:

Next regular scheduled board meeting is on May 21, 2015 at 6:00 P.M.

12. Calendar of Events:

See Attached Pages

13. Adjournment:

Board Clerk made a motion to adjourn with Board Member Maughan seconding the motion. Motion passed 5-0-0. Meeting adjourned at 7:40 P.M. on April 16, 2015

Reviewed and approved by:

X Dan R Reber

Dan Reber
Beaver Dam/Littlefield Fire Dist., Board Chai...

X 5-21-15

DATE

Ref:
SD card #2
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