



BEAVER DAM/LITTLEFIELD FIRE DISTRICT  
P. O. Box 579  
Beaver Dam, Arizona 86432  
Phone (928) 347-5114  
[www.beaverdam-littlefieldfire.org](http://www.beaverdam-littlefieldfire.org)



**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 **August 2, 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 AUGUST 20, 2015**

**1. Call to order:**

By Board Chairman Reber @ 6:10 P. M. on August 20, 2015

**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	Teleconference
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:**

No comments were made

**5. Approval of Minutes:**

A. Regular session of:

1. Minutes of July 16, 2015

Board Member Maughan made a motion to accept the minutes as corrected with Board Chairman Reber seconding the motion. Motion passed unanimously 5-0-0

**6. Reports and correspondence:**

A. Fire Chief's report:

1. Medic 11 update on repairs and costs

Chief Hunt said that Medic 11 is back in service but has been back a few times since. They found a Down Tube that popped open. It then went back because it was still having the same issues; the dealer couldn't find the problem until they bought a tattletale device. While driving it back and forth from Cedar City and St. George it kept coming up as a problem with the ERG Value. The replaced the ERG and it seems to be doing fine. Chief Hunt said that the total cost were in the neighborhood of \$13,000.

## 2. Wildland updates

Chief Hunt said that E-22 was back in Northern California with a crew of 4 and that the crew had completed their 14 day assignment but a request was made to have them extend to a total 28 days. B-31 has been deployed to West Central Idaho on a wildfire called the Lawyer Complex fire with a crew of 2.

## 3. Grant

Chief Hunt mentioned that there was a Wildland/Urban Interface Grant, but that won't help us but instead is looking to see if the VFRA Grant would be available. If it does he is looking at purchasing a chain saw for a Type 1 Engine and approximately 20 sets of PPE for the wildland crews (helmets, shirts and pants) since they currently only have one available for themselves.

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

Chief Hunt gave the report for the month with us having 6 Fire Incidents and 26 EMS incidents for a total of 32 monthly incidents.

Board Member Maughan asked Chief Hunt what constitutes an illegal burn. Chief Hunt's reply was that was actually a misnomer, it's actually an ill-advised burn because we don't have any enforcement. We can't give people a citation, so when it's outside of the burn season or they don't have a permit it should read an ill-advised burn. The discussion continued on how to remedy this situation and to recover costs associated with constantly responding to these since it costs us to respond. The discussion on a possible remedy was charging residents for the costs. Our ambulance billing company has agreed to bill these type of incidents. Administrative Assistant Burnett was requested to put this item on a future agenda for further discussion and possible action.

## 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 on how the new shift is working out, hours that are covered and other items concerning the shift. How are the shifts covered?

Chief Hunt mentioned that the new shift is working out very well, she works Monday and Saturday nights and all day on Sunday with some after hour calls. Discussion continued on any overtime issues and Chief Hunt said that she would have to reach 212 hours in a 28 day cycle. The board also was very concerned about having the possibility of having to pay her benefits. According to Chief Hunt when he talked with Mr. Ekstrom, she was hired with no benefits. The board was concerned about something happening and they would get hit with having to pay her the benefits and suggested to the chief that they get it in writing that she is refusing the benefits.

B. Discussion and update on the Board Policy Manual

Administrative Assistant Burnett reported that Brenda started the board policy manual over the weekend. Administrative Assistant Burnett notified the board that Brenda would be receiving their e-mail addresses and phone numbers so that she could contact them and that he had envelopes for them with some material that they might want to study before communicating with Brenda.

C. Discussion and action on Medic 11 repairs.

Captain Jackson had the invoices for the repairs of Medic 11 and said that it was \$16,598.34 with \$25,000 in the Contingency Line Item. Board Clerk Adriance made a motion to pay for the repairs from this fiscal year's Contingency Fund with Board Member Oliver seconding the motion. Motion Passed unanimously to allow the repairs of Medic 11 to be paid with this fiscal year's Contingency Funds. 5-0-0

**8. New Business:**

A. Discuss and Possible Action on proposed Capital Outlay Projects

There was some discussion on exactly why this was on the agenda, Administrative Assistant Burnett mentioned that in previous meeting that the board was told they should consider revising The Capital Outlay Projects and has since been on the future agenda items and has to remain until there is some action on it.

Chief Hunt mentioned that the board did have a copy of that list and also mentioned that it is somewhat outdated. He mentioned that with Medic 11 repairs we may be able to add a few years before having to replace it.

Captain Jackson mentioned that the board should consider how much we should transfer from the general fund to the savings account for the Capital Outlay Program. There is money available to be transferred. Board Chairman Reber asked Administrative Assistant Burnett to put that on the future agenda item list.

B. Review of the ISO rating letter of July 27, 2015

The letter was presented to the board, Chief Hunt had no idea it had come, since he's been waiting for it. The Chief was given the letter. The good news is that we were classified as a 6/6X which is an improvement from the last 5 years.

**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

B. Discussion and possible action of the Budget Review and monthly budget projected Revenues

C. Discuss and Possible Action on the Warrants from July 17, 2015 thru August 20, 2015

Board Member Maughan made a motion to accept all of the district's financial reports, A through C, with Board Clerk Adriance seconding the motion. Motion passed to accept all of the financial accounts unanimously 5-0-0

**10. Future Agenda Items:**

- A. Discussion, review and possible action of Net Assets
- B. Discussion and possible action on billing for illegal (ill-advised) burning
- C. Discussion and possible action on how much money we can move from the General Fund to the Savings Account for the Capital Outlay Program.

**11. Next Regular Board Meeting:**

The next regular scheduled board meeting is on **SEPTEMBER 17, 2015** AT 6:00 P.M.

**12. Calendar of Events:**

The calendar of Events is available on the web site: [beaverdam-littlefieldfire.org](http://beaverdam-littlefieldfire.org)

**13. Adjournment:**

Board Member Maughan made a motion to adjourn with Board Chairman Reber seconding the motion. Motion passed to adjourn unanimously 5-0-0. Meeting adjourned at 7:17 P.M. on August 20, 2015

**Reviewed and approved by:**



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Doug Adriance  
Beaver Dam/Littlefield Fire District  
Acting Board Chairman

9/17/2015  
Date