



Beaver Dam/Littlefield Fire District
630 N. Highway 91, P.O. Box 579
Beaver Dam, AZ. 86432
Telephone (928) 347-5114
www.beaverdam-littlefieldfire.org



Notice of a regular meeting of the Beaver Dam/Littlefield Fire District Governing Board

Pursuant to A.R.S. §38-431.02 notice is hereby given to the members of the Beaver Dam/Littlefield Fire District and to the general public the Beaver Dam/Littlefield Fire District Governing Board will hold a regular meeting, open to the public on **MARCH 17, 2016 at 6:00 pm** at the Beaver Dam Fire Station #1 located at 630 N. Hwy 91 in Beaver Dam, Arizona 86432. Board members may attend either in person or by telephone conference call.

The governing board may vote to go into executive session on any agenda item, pursuant to A.R.S. §38-431.03(A)(1) Employees, (A)(2) records except by law, (A)(3), (A)(4) and (A)(5) for legal advice with the Districts Attorney on matters as set forth in the agenda item. The following topics and any variables thereto will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

AGENDA FOR MARCH 17, 2016

1. Call to order:

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

Board Chairman: Dan Reber
Board Clerk: Doug Adriance
Board Member: Reed Bown
Board Member: Sverre Staurset
Board Member: Tom Oliver
Administrative Assistant: George Burnett
Also present were:

3. PLEDGE OF ALLEGIANCE: By invitation of Board Chairman

4. Call to the public for comment and non-agenda items: *Consideration and discussion of comments and complaints from the public. Those wishing to address the Beaver Dam/Littlefield Fire District Board need not request permission in advance, however they should raise their hand to be recognized by the chair and state their name for matter of record. The Fire District Board is not permitted to discuss or take action on any item raised in the call to the public, unless the item is specifically noticed for discussion or legal action. However, individual board members may be permitted to respond to criticism directed to them. Otherwise, the board may direct that staff review the matter or that the matter be placed on a future agenda. The Fire District Board cannot discuss or take legal action on any issue raised during the Call to the Public that is not on the Agenda due to restriction of the Open Meeting Law. The Board has placed a 3 minute time limit for comments from each person permitted to speak.*

CONSENT AGENDA

Approval of Routine Orders of Business. Documentation concerning the matters on the Consent Agenda may be reviewed at the Beaver Dam/Littlefield Fire District Office, located at 630 N. Highway 91, Beaver Dam, Arizona. Any Board Member may request an item be pulled off the agenda for further discussion.

5. CONSIDERATION OF APPROVAL OF MINUTES:

- A. Regular session of:
 - 1. Regular Session of February 18, 2016
 - 2. Special Session of March 3, 2016

6. BEAVER DAM/LITTLEFIELD FIRE DISTRICTS FINANCIAL STATEMENTS:

- A. Consideration of approval of the District's Monthly Reports
 - 1. Chase Morgan
 - A. Reconciliation of Chase Morgan for the month ending February 2016
 - 2. Mountain America
 - A. Reconciliation of Mountain America for the month of January 2016
 - B. Reconciliation of Mountain America for the month of February 2016
 - 3. American Express
 - A. American Express Credit Card Statement for the month of February 2016
- B. Consideration of approval of the Warrants from February 19, 2016 through March 17, 2016.

AGENDA ITEMS:

7. REPORTS AND CORRESPONDENCE:

- A. Fire Chief's Report:
 - 1. VFA update
 - 2. S-130 and S-190 Wildland Class
 - 3. Wildland refresher update
- B. Fire and EMS report for the month of: February 2016
- C. Board Chairman's 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.

8. OLD BUSINESS:

- A. Update on the Lease Purchase Agreement. (Administrative Assistant Burnett and Fire Chief Hunt)
- B. Review of findings of the Audit Report and what action is needed to handle those recommendations.
- C. Consider having the verification of time cards and also holding back 1 week's pay to allow for more control, verification and the process that would be needed to allow for accurate control.
- D. How are we tracking comp time and PTO, and is 1 individual tracking it for liability purposes.
- E. Discuss the possibility of board members becoming more proficient in specific areas.
- F. Discuss the Capital Outlay Program and any possible action as necessary.
- G. Introduction of Resolution 2016-007 – Other Expenditures for Type 3 Wildland Engine Discussion and approval needed and was authorized at the March 3, 2016 Board Meeting.

9. NEW BUSINESS:

- A. Discussion on surplus equipment. (Board Clerk Adriance)
- B. Discussion and possible action on moving Liability Funds from Mountain America to the General Budget. (Captain Jackson) Introduction of Resolution 2016-08 for approval.
- C. Request of Relieve of Ambulance Debt for Rex McGuire, discussion and possible action
- D. Capital Asset Inventory, discussion of time frame and changing the inventory amount from \$1,000.0 to \$3,000.00 or \$5,000 and possible action. Introduction of Resolution 2016-009 for approval.

10. OTHER FINANCIAL INFORMATION:

- A. Discussion and possible action of the Budget Review and the monthly projected revenues.
- B. Review and discussion on the Wildland Receipts and Expenses. (Captain Jackson)

11. FUTURE AGENDA ITEMS:

12. NEXT REGULAR BOARD MEETING:

The next regular scheduled board meeting is **APRIL 21, 2016 at 6:00 P.M.** Arizona Time. Any special meeting scheduled will appear in the minutes.

13. CALENDAR OF EVENTS:

The Calendar of events is on the board's tablets, the web site and also at Station #1.

14. ADJOURNMENT:

AGENDA prepared by: George Burnett

DATE: March 15, 2016

AGENDA posted by: George Burnett

DATE/TIME: March 16, 2016 at 11:00 A.M.

In compliance with the American with Disabilities Act (ADA), those with special needs may request reasonable accommodations through the fire department by calling (928) 347-5114.