



**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](http://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 **July 20, 2017 at 6:00 pm** (Arizona Time 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 JULY 20, 2017**

**1. Call to order:**

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

Board Chairman: Doug Adriance  
Board Clerk: Laura Guimond  
Board Member: Reed Bown  
Board Member: Tom Oliver  
Board Member: Dan Reber  
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: June 15, 2017

**6. BEAVER DAM/LITTLEFIELD FIRE DISTRICTS:**

**A. Consideration of approval of the District's Monthly Reconciliation Reports**

1. Reconciliation of Chase Morgan for the month ending: June 2017
2. Reconciliation of Mountain America Liabilities for the month ending: June 2017
3. Reconciliation of Mountain America Ambulance Revenue for the month ending: June 2017
4. American Express Credit Card Statement for the month of ending: June 2017
5. Cosco Visa Credit Card Reconciliation Statement for the Month ending: June 2017.
6. Consideration of approval of the Warrants from June 8, 2017 thru July 13, 2017

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**AGENDA ITEMS:**

**7. REPORTS AND CORRESPONDENCE:**

- A. Fire Chief's Report:
1. Wildland Fire Update
  2. Power Lift for M-11
- B. Fire and EMS report for the month of: June 2017
- C. Board Chairman's Report:

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**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.

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**8. OLD BUSINESS:**

- A. Update on the Mountain America Credit Union Accounts, discussion and possible action.
- B. Update on the Credit Card application, discussion and possible action.
- C. Update on the Workman's Comp. issue, discussion and possible action.
- D. Discussion and possible action onto replace an employee vacancy.
- E. Discussion and possible action on giving full-time and the two part-time employees a raise.

**9. NEW BUSINESS:**

- A. Request for reimbursement for Administrative Assistant Burnett, discussion and possible action.
- B. Request for reimbursement for Battalion Chief Ojeda, discussion and possible action.
- C. Request for reimbursement for Firefighter Larry Lydon, discussion and possible action.
- D. Auditors – discussion and possible action on accepting the Audit Engagement Letter from Hinton-Burdick. There is also further discussion concerning the auditors from Administrative Assistant Burnett.
- E. Discussion and action on putting Captain Gates into the PSPRS.
- F. Discussion and possible action on allowing Captain Gates to collect the premiums for Health Insurance as she's not going to be taking the medical insurance.

- G. Discussion and action on the proposal for adding lights to the new R-31 as the proposal is written.
- H. Discussion and possible action on Resolution 2017-012 declaring S-21 as excess equipment and allowing for the disposal of S-21 to the highest competitive sealed bid.
- I. Discussion and possible action on Resolution 2017-013 declaring R-32 as excess equipment and allowing for the disposal of R-32 to the highest competitive sealed bid.
- J. Discussion and approval of invoice for Copper Point Insurance in the amount of \$5,416.05 for an audit report that was due back in 2014.
- K. Discussion and possible action on using Purchase Orders. Administrative Assistant Burnett.
- L. Discussion and possible action on the American Express Credit Card and what to do with the points accrued.

**10. OTHER FINANCIAL INFORMATION:**

- A. Discussion and possible action of the Budget Review and the monthly projected revenues.
- B. Vendor Summary for 6-15-2017 thru 7-13-2017
- C. Capital Asset Inventory

**11. FUTURE AGENDA ITEMS:**

- A. Discussion and action on the job descriptions for employee positions and pay scale for the different positions available.

**12. NEXT REGULAR BOARD MEETING:**

The next regular scheduled board meeting is **AUGUST 17, 2017** 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: July 19, 2017

AGENDA posted by: George Burnett

DATE/TIME: July 19, 2017 @ 4:00 P.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.