



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 **August 17, 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.

REVISED AGENDA FOR AUGUST 17, 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: July 20, 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 July 2017
- 2. Reconciliation of Mountain America Liabilities for the month ending July 2017
- 3. Reconciliation of Mountain America Ambulance Revenue for the month ending July 2017
- 4. Reconciliation of the Costco VISA credit card for the month of July 2017
- 5. American Express Credit Card Statement for the month of July 2017
- 6. Consideration of approval of the Warrants from July 13, 2017 thru August 14, 2017

AGENDA ITEMS:

7. REPORTS AND CORRESPONDENCE:

- A. Fire Chief's Report:
 - 1. Wildland fire update.
- B. Fire and EMS report for the month of: July 2017.
- 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. Discussion and action on the job descriptions and minimum requirements for employee Positions and pay scale for the different positions available.
- B. Discussion and possible action to replace an employee vacancy.
- C. Discussion and possible action on giving 2 full-time and 1 part-time employees a rise.
- D. Discussion and possible action on accepting the audit engagement letter from Hinton-Burdick.
- E. 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. This would be the amount due to the actual increase in wages vs the estimated wages that were given.
- F. Discussion and possible action on the 2 checks in question.

9. NEW BUSINESS:

- A. Introduction of the new Financial Clerk
- B. Request for reimbursement for Chief Hunt, discussion and possible action.
- C. Request for reimbursement for Thomas Gates, discussion and possible action.
- D. Discussion and possible action on the Acceptance for VFIS Insurance.
- E. Discussion and possible action on Resolution 2017-014, request for annexation.
- F. Discussion and possible action on Resolution 2017-015, request for annexation.
- G. Discussion and possible action on Resolution 2017-016, request for annexation.
- H. Discussion and possible action on Resolution 2017-017, request for annexation.

10. OTHER FINANCIAL INFORMATION:

- A. Discussion and possible action of the Budget Balance, Expenditures and the monthly projected revenues.
- B. Vendor Summary
- C. Capital Asset Inventory

11. FUTURE AGENDA ITEMS:

- A. Discussion and action on the policy that Board Clerk Guimond has been working on.

12. NEXT REGULAR BOARD MEETING:

The next regular scheduled board meeting is **September 21, 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: August 15, 2017

AGENDA posted by: George Burnett

DATE/TIME: August 15, 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.