



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 **SEPTEMBER 28, 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 SEPTEMBER 28, 2017

1. Call to order:

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

Board Chairman: Douglas 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: August 17, 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 August 2017
2. Reconciliation of Mountain America Liabilities for the month ending August 2017
3. Reconciliation of Mountain America Ambulance Revenue for the month ending August 21, 2017
4. Reconciliation of Mountain America Operating Expenses (final).
5. Reconciliation of the Cosco Visa Credit Card for the month ending August 21, 2017
6. Consideration of approval of the Warrants from August 1, 2017 thru August 31, 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: August 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 possible action concerning the corrective action that Board Clerk Guimond and Finance Director Arnett have been working on in response to the concerns of the audit report for FY 2016-2017.
- B. Discussion and possible action on giving 2 full-time and 1 part-time employees a raise.
- C. Update on MACU accounts – discussion only

9. NEW BUSINESS:

- A. Paramedic School – discussion and possible action
- B. Reimbursement for Michelle Arnett (Financial Director) – discussion and action
- C. Reimbursement for Chief Hunt (Dog Fire) – discussion and action
- D. Reimbursement for Chief Ojeda (Lunch in route to Calif Fire) – discussion and action
- E. Reimbursement for Larry Lydon (Phone repair) – discussion and action
- F. Reimbursement for Ernesto Renteria (North Complex Fire – discussion and action
- G. Annexation Request for Maria G. Martinez, approval of Resolution 2017-018 – discussion and action
- H. Update on the Workman's Compensation issue – discussion only
- I. Employee purchase card and Employee Reimbursement – by Financial Director Arnett, discussion and possible action.
- J. Resume Burning, Resolution 2017-019 – discussion and action
- K. Opening of sealed bids received for surplus equipment and possible action

10. OTHER FINANCIAL INFORMATION:

- A. Discussion and possible action of the Budget Review and the monthly projected revenues.
- B. Vendors summary
- C. Capital Asset Inventory

11. FUTURE AGENDA ITEMS:

- A. Discussion and possible 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.

12. NEXT REGULAR BOARD MEETING:

The next regular scheduled board meeting is **October 19, 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: September 23, 2017

AGENDA posted by: George Burnett

DATE/TIME: September 25, 2017 @ 3:00 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.