



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 **February 15, 2018 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)(3) 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 FEBRUARY 15, 2018

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: 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.

5. 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.

a. CONSIDERATION OF APPROVAL OF MINUTES: Minutes of Regular Session of January 23, 2018

6. REPORTS AND CORRESPONDENCE: The governing body may not propose, discuss, deliberate, or take legal action on these matters unless that specific matter is properly identified on the agenda. Therefore,

action taken as a result of a report will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later time.

- a. Fire Chief's Report:
 - i. AFG Grant update
- b. Fire and EMS report for the month of: January 2018
- c. Board Chairman's Report

7. NEW BUSINESS:

- a. Discussion and possible action re: possible approval of Resolution, hiring of William R. Whittington as legal counsel for the District.

8. OLD BUSINESS:

- a. Discussion and possible action re: proposed contract re: Paramedic Training Assistant Agreement.
- b. Discussion and possible action re: American Express Credit Card Account standing.

9. NEW BUSINESS:

- a. Discussion and possible action re: Audit Review and approval of audit – our FY 2016-2017 audit will be given by Dinah Moschetti, a representative from HintonBurdick Accounting Firm.
- b. Discussion and possible action re: request for debt relief for Gabriela Villegas in the amount of \$1,301.35 for ambulance transport.
- c. Discussion and possible action re: updating the resolution for updated fee schedule.
- d. Discussion and possible action re: possible shorting of the email address.
- e. Discussion and possible action re: reimbursement request by FF Renterina for the amount of \$270.00 re: Basic EMT training.
- f. Discussion and possible action re: request for donated time or discounted rate from Wild West Series (Tyson) for standby at the MX park on 3-17-2018 and 3-18-2018.

10. BEAVER DAM/LITTLEFIELD FIRE DISTRICTS FINANCIAL STATEMENTS:

- a. Discussion and possible action re: review and approval of District's Consolidated Monthly Reports (Action Required)
 - i. Reconciliation of cash w/Treasury – Wells Fargo Checking for the month ending: January 2018
 - ii. Reconciliation of Mountain America Credit Union account (Liabilities and Ambulance Revenue) for the month ending: January 2018
 - iii. Review of the Costco Visa Credit Card Statement for the month ending: January 2018.
 - iv. Review of the UMB Visa Card Statement for the month ending: January 2018.
 - v. Review Register of Checks, Warrants and Deposits for the month ending: January 2018
 - vi. Review of the American Express Credit Card Statement for the month ending: January 2018
- b. Other Financial Information.
 - i. Review of Statement of Assets.
 - ii. Discussion and possible action re: Expenses by Vendor for January 2018.
 - iii. Discussion and possible action re: Statement of Financial Activities (together with Cash flow projections).

11. FUTURE AGENDA ITEMS:

The Board can recommend matters for inclusion on an upcoming agenda.

12. NEXT REGULAR BOARD MEETING:

The next regular scheduled board meeting is on MARCH 15, 2018 at 6:00 P.M. Arizona Time.

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: February 13, 2018

AGENDA posted by: George Burnett DATE/TIME: February 14 @ __:00 A.M./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.