



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 **NOVEMBER 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, by telephone conference call or other electronic means.

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) for legal advice with the Districts Attorney on matters as set forth in the agenda item, (A)(4) and (A)(5). 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 NOVEMBER 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 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.*

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 of the agenda for further discussion.

a. CONSIDERATION OF APPROVAL OF MINUTES:

- i. Minutes of Regular Session of **OCTOBER 18, 2018**
- ii. Discussion and action re: reimbursement for Chief Hunt in the amount of \$ 31.91, lug covers for E-11.

6. REPORTS AND CORRESPONDENCE: The governing body may not propose, discuss, and 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. Wildland update

b. Fire and EMS report for the month of: **OCTOBER 2018**

c. Board Chairman's Report:

- i. Discussion on the elections by Administrative Assistant Burnett.
- ii. Discussion on the Open Meeting Law Booklet and changes.

Public Comment: Public comment/input is welcomed prior to the final vote of 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.

7. EXECUTIVE SESSION:

The board may move to discuss items in an Executive Session pursuant to A.R.S. §38-431.03 (A)(1), (A)(2), (A)(3), (A)(4) and (A)(5), this authorizes discussion and consideration of employment, assignment, appointment, promotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of the District.

- a. Motion to adjourn to executive session.
- b. Call to order.
- c. In accordance with A.R.S. §38-432.03 (A)(1), the board may hold an Executive Session to interview applicants for possible appointment to a vacancy on the board.
- d. Motion to Adjourn and to return to open meeting to vote on items discussed in Executive Session as needed.

8. RECONVENE THE OPEN MEETING:

- a. Reconvene the open meeting re: Discussion and possible action on appointing an applicant for the board created after the General Election.

9. SWEARING IN OF NEW BOARD MEMBERS

- a. Swearing in of the appointment of board officers re: two (2) board members appointed by the Mohave County Board of Supervisors and one (1) appointed by the Board of Directors.

10. OLD BUSINESS: ACTION/DISCUSSION

- a. Discussion and possible action re: consideration of the changes and questions regarding the Memorandum of Agreement with the Littlefield Unified School District #9.

- b. Discussion and possible action re: what is planned for the holidays for the employees, board members & families? Tentatively scheduled for December 13, 2018
- c. Discussion and possible action re: Moving funds from the county checking account to the Capital Outlay account.

11. NEW BUSINESS: ACTION/DISCUSSION

- a. Discussion and possible action re: Blue Cross Blue Shield Health Insurance Renewal.
- b. Discussion and possible action re: 2019 AFDA Conference Schedule.

12. 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: **OCTOBER 2018**
 - ii. Reconciliation of Mountain America Credit Union (Liabilities and Ambulance Revenue) for the month ending: **OCTOBER 2018**
 - iii. Review of the Cosco Visa Credit Card Statement for the month ending: **OCTOBER 2018**
 - iv. Review of the UMB Visa Card Statement for the month ending: **OCTOBER 2018**
 - v. Discussion and possible action re: Review Register of Checks, Warrants and Deposits for the month ending: **OCTOBER 2018**
 - vi. Discussion and possible action re: Statement of Financial Activities, cash flow projections.
 - vii. Discussion and possible action re: Statement of Assets.
 - viii. Discussion and possible action re: Expenses by Vendor for **OCTOBER 2018**
 - ix. Discussion and possible action re: invoices from Mr. Whittington's office.

13. APPOINTMENT OF BOARD OFFICERS

- a. Discussion and action re: appointment of a Board Chairman and Board Clerk.

14. FUTURE AGENDA ITEMS:

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

- i. Discussion and possible action re: what to use for conference calls. Skype, only one (1) person may use this and has not been very reliable; go through Reliance Connects, requires a bridge and possible a new line and is good for only 24 hours, possibly the purchase of a new conference phone that has extension microphones; or "Go To Meeting" (initial trial has ended, and would have the ability of being able to call out on long distance, for the size of the room may have to purchase a new conference phone with microphones. Scheduled for December 20, 2018
- ii. Discussion and possible action re: continuing the discussion and possible action for providing a Fire Protection Agreement for out of District Fires. Scheduled for February 2019
- iii. Discussion and possible action re: billing interstate truckers insurance company for incidents that we respond/or have responded to. Scheduled for February 2019
- iv. Discussion and possible action re: continuing the discussion and possibly offering the residents a subscription ambulance service for a set fee. Scheduled for February 2019

15. NEXT REGULAR BOARD MEETING:

The next regular scheduled board meeting is at **DECEMBER 20, 2018 AT 6:00 P.M.** Arizona Time. Any special meeting scheduled will appear in the minutes.

16. CALENDAR OF EVENTS:

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

17. ADJOURNMENT:

AGENDA prepared by: George Burnett

DATE: 11-13-2018

AGENDA posted by: George Burnett

DATE/TIME: 11-13-2018 @ 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.