



**Beaver Dam/Littlefield Fire District**  
630 N. Highway 91, P.O. Box 579  
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Minutes A.R.S. §38-403.01

## MINUTES OF JULY 18, 2019

### 1. CALL TO ORDER:

Board Chairman Adriance called the meeting to order at 6:03 P.M. on July 18, 2019

### 2. ROLL CALL OF BOARD MEMBERS/AFFIRMATION OF QUORUM:

Board Chairman:	Doug Adriance	Present
Board Clerk:	Tom Oliver	Present
Board Member:	<i>Vacancy</i>	Board Member Rutherford seated at 6:05 P.M.>
Board Member:	Dan Reber	Present
Board Member:	Kevin Smith	Present

Administrative Assistant: George Burnett  
Also present were:  
Fire Chief Hunt and Finance Director Arnett

### 3. PLEDGE OF ALLEGIANCE:

The Pledge was given by Chief Hunt

### 4. CALL TO THE PUBLIC:

There were no comments by the public

### 5. CONSENT AGENDA

a. Discussion and action re: Approval of Minutes of **June 20, 2019**.

b. Discussion and action re: Approval of Minutes of **JULY 2, 2019**.

With no discussion Board Member Reber made a motion to accept the minutes of June 20, 2019 and July 2, 2019 (Special Meeting). Motion passed to accept the minutes of June 20, 2019 and July 2, 2019 (Special Meeting). 4-0-1. Voted: Aye: Board Chairman Adriance, Board Clerk Oliver, Board Member Reber and Board Member Smith. Abstained: Board Member Rutherford was not a member of the Board and could not vote.

c. Discussion and possible action re: Reimburse FF/AEMT for In-N-Out purchase in the amount of \$15.70.

d. Discussion and possible action re: Reimburse Battalion Chief Ojeda for Smith's purchase in the amount of \$106.73

Board Member Smith made a motion to accept and reimburse FF/AEMT Lydon and Battalion Chief Ojeda. Board Member Reber seconded the motion. Motion passed to the reimbursement. 5-0-0

## 6. REPORTS AND CORRESPONDENCE:

### a. Fire Chief's Report:

#### i. Wildland fire update.

Chief Hunt gave a run down on the current wildfires that they had been on within our district and also stated they have no orders to go anywhere.

#### ii. Update on Type 1 Engine.

Chief Hunt – the Type 1 engine is done and the lettering is done. They are going to put a logo on it similar to the one on the Type 3 wildland engine and the pump testing is being done today and will be ready for pick up on Monday.

Board Chairman Adriance – you may not be able to pick the engine up if we don't have the lease purchase agreement done. Discussion was held if there was any other way we we may be able to pick up the engine.

Chief Hunt – I'll call the manufacture and talk with them tomorrow.

### b. Fire and EMS report for the month of: **JUNE 2019**

Chief Hunt – there were 20 Fire Responses and 85 Medical Responses for a total of 105 responses for the month of June 2019. To date there have been 91 Fire Responses and 424 Medical responses for a total of 515 responses for 2019.

### c. Board Chairman's Report:

#### i. Complementing the Fire & EMS Crews.

Board Chairman Adriance wanted to thank all the Fire Department Staff for the fantastic work that was done for the month of June and the dedication that they showed. It was an unusually busy month with multiple calls going on at the same time.

## 7. OLD BUSINESS: ACTION/DISCUSSION

### a. Discussion and possible action re: swearing in of our newest Board Member Rodney Rutherford and approval to add him to the authorized signature for the warrants.

Board Chairman Adriance swore in the Board Member Rodney Rutherford at 6:05 P.M. and the oath of office was signed and notarized. He then took his seat on the board.

## 8. NEW BUSINESS: ACTION/DISCUSSION

### a. Discussion and possible action re: invoices from Mr. Whittington's office in the amount of \$212.50.

After a short discussion with Finance Director Arnett on how much we have paid him to date concerning the Lease Purchase Agreement for the transport ambulance board Chairman Adriance made a motion to accept the invoice and pay it.

Board Member Reber seconded the motion. Motion passed to accept Mr. Whittington's invoice and pay it. 5-0-0

### b. Discussion and possible action re: Hinton Burdick Audit Agreement.

Finance Director Arnett – went over the items that the Hinton Burdick Audit would be going through and the cost associated with it. It is estimated that the cost would be \$16,650 with is lower than this past year.

Board Chairman Adriance made a motion to accept the Hinton Burdick Audit proposal in the amount of \$16,650.

Board Member Reber seconded the motion. Motion passed to accept the proposal from Hinton Burdick for auditing services in the amount of \$16,650. 5-0-0

### c. Discussion and possible action re: Lease Purchase Agreement for purchase of the 2019 Ferrara Fire Pumper.

The Fire District had not received the Lease Purchase Agreement for the purchase of the 2019 Ferrara Fire Pumper and was tabled until the next regular scheduled meeting.

### d. Discussion and possible action re: review the adjustments that Zion Bancorporation

made to the Second Addendum and okayed by counsel and resubmitted for approval and approval of Resolution 2019-012 a resolution approving the execution and delivery of an amendment to the Lease Purchase Agreement.

Finance Director Arnett – the reason for this adjustment is because we had already paid for the transport ambulance and picked it up.

There was little other discussion on this matter and Board Member Smith made a motion to accept the Second Addendum for the Lease/Purchase Agreement and also approve Resolution 2019-012. Board Clerk Oliver seconded the motion. Motion passed to accept the Second Addendum to the Lease/Purchase and Resolution 2019-012. 5-0-0

e. Discussion and possible action re: review the Property, Casualty and Liability Insurance Renewal from VFIS Insurance with an annual estimated premium of \$30,013.00.

The board reviewed the renewal with Finance Director Arnett and after a little discussion on the matter Board Member Smith made a motion to accept the proposal from VFIS for our Property, Casualty and Liability Insurance in the estimated amount of \$30,013.00.

Board Member Reber seconded the motion. Motion passed to accept the insurance proposal from VFIS Insurance for an estimated amount of \$30,013.00. 5-0-0

f. Discussion and possible action re: Resolution 2019-013, A Formal Resolution Approving the Execution and Delivery of a Lease Purchase Agreement Providing for Lease Payments Pursuant to the Lease Purchase Agreement; Authorizing the Acquisition of the Purchase of a 2019 Ferrara Fire Pumper; Authorizing all other action as necessary to consummate the Transaction contemplated by this Resolution.

Since we had not received the Lease/Purchase Agreement this matter was tabled until the next regular scheduled meeting.

#### **9. 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: **JUNE 2019**

ii. Reconciliation of Mountain America Credit Union (Liabilities and Ambulance Revenue) for the month ending: **JUNE 2019**

iii. Review of the Cosco Visa Credit Card Statement for the month ending: **JUNE 2019**

iv. Review of the UMB Visa Credit Card Statement for the month ending: **JUNE 2019**

v. Discussion and possible action re: Review Register of Checks, Warrants and Deposits for the month ending: **JUNE 2019**

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 the month ending: **JUNE 2019**

With little discussion from Finance Director Arnett and noting that everything is in order and reviewing the statements Board Member Smith made a motion to accept the finance statements as presented.

Board Member Reber seconded the motion. Motion passed to accept the financial Statements as presented. 5-0-0

**10. FUTURE AGENDA ITEMS:**

- a. Discussion and possible action re: continuing the discussion on providing a fire protection agreement for out of district fires.
- b. Discussion and possible action re: continuing the discussion and possibly offering the residents a subscription ambulance service for a set fee.
- c. Discussion and possible action re: Burn issues and items.
- d. Discussion and possible action re: Lease Purchase agreement for purchase of the 2019 Ferrara Fire Pumper, a Type 1 Engine.
- e. Discussion and possible action re: Resolution 2019-013, A formal Resolution approving the Execution and Delivery of a Lease Purchase Agreement with Zions Bancorporation NA, Salt Lake City, Utah and authorizing execution and delivery thereof.

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

**11. NEXT REGULAR BOARD MEETING:**

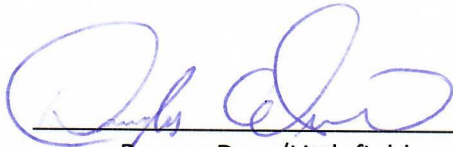
The next regular scheduled board meeting is **AUGUST 15, 2019 at 6:00 P.M.** Arizona Time. Any special meeting scheduled will appear in the minutes.

**12. CALENDAR OF EVENTS:**


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

**13. ADJOURNMENT:**

Board Member Smith made a motion to adjourn. Board Member Reber seconded the motion. Motion passed to adjourn. 5-0-0. Board Chairman Adriance adjourned the meeting at 7:01 P.M. on June 18, 2019.



Beaver Dam/Littlefield  
Fire District – Chairman  
Governing Board



Date

File:

SD Card: 4

Recording: 040 BDFDBR040