



**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 OCTOBER 17, 2019**

### **1. CALL TO ORDER:**

Called to order by Board Chairman Adriance at 6:00 P.M. on October 17, 2019

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

Board Chairman:	Doug Adriance	Present
Board Clerk:	Tom Oliver	Present
Board Member:	Rodney Rutherford	Present
Board Member:	Dan Reber	Present
Board Member:	Kevin Smith	Present
Administrative Assistant:	George Burnett	Present

Also present were:

Fire Chief Hunt and Finance Director Arnett

### **3. PLEDGE OF ALLEGIANCE:**

The Pledge was given by Captain Gates.

### **4. CALL TO THE PUBLIC:**

There were no comments given.

### **5. CONSENT AGENDA**

#### **a. CONSIDERATION OF APPROVAL OF MINUTES:**

##### **i. Minutes of Regular Session of **SEPTEMBER 19, 2019.****

Board Member Reber made mention of a possible error in the minutes. After discussion with other they felt that they needed to table this until the next meeting after the corrections was made.

board members Board Chairman Adriance made a motion to table the approval of the minutes of September 19, 2019 until November 21, 2019 after the corrections are made. Board Member Reber seconded the motion. Motion passed to table the minutes of September 19, 2019 to November 21, 2019 after the corrections are made. 5-0-0.

### **6. REPORTS AND CORRESPONDENCE:**

#### **a. Fire Chief's Report:**

##### **i. Wildland Fire updates.**

Did you guys know that the Type 3 went to California? They've been back for a week or maybe a little longer. They went to the Serra National Forest and spent the full 2 weeks there. We thought that we might go to Southern California but the acreage wasn't large enough. We also had a 6 acre fire up in Lime Kiln, so the brush truck got 3 days on it.

ii. Status of the new Type 1 Engine.

The new Type 1 Engine is in service but we still have to get the radio and headsets installed and hooked up. The old Engine 11 is now at station 3 and is in service.

b. Fire and EMS Report for the month of: **SEPTEMBER 2019**

Chief Hunt gave the Fire & EMS Report – There were a total of 5 Fire Responses and 63 EMS Responses and that includes 5 EMS standbys for a total of 68 incidents for September. To date there have been a total of 151 Fire Responses and 682 EMS Responses or for a total of 833 total responses.

c. Board of Directors Report:

i. Commenting on department staff.

Board Chairman Adriance again congratulated the department and staff for the excellent service and responses that they continue to handle.

ii. Discussion on the new Type 1 Engine.

Board Chairman Adriance mentioned that since Chief Hunt brought us up to date, I really don't have any more comments on this matter.

## 7. OLD BUSINESS: ACTION/DISCUSSION

- a. Discussion and possible action re: Mutual aid agreement for Emergency Services between Clark County, City of Mesquite, Town of Bunkerville and the Beaver Dam/Littlefield Fire District. This is the original (3) that would be distributed to the different participating agencies. With little discussion on this matter and Board Member Reber made a motion to resign this particular document. Board Member Smith seconded the motion. Motion passed to sign the Mutual aid agreement for emergency services. 5-0-0

## 8. NEW BUSINESS: ACTION/DISCUSSION

- a. Discussion and possible action re: the annual get together of the staff and board members, what are we going to be doing, dinner and gifts? What date to hold will it be held and time? There was discussion on a possible date for this event. The date chosen for this event is December 13, 2019.

Board Chairman Adriance continued on and asked if there was a possibility of getting polo shirts for the board members embroidered with the name and for the annual conference. Board Member Reber also asked if he could get a long sleeve shirt instead of the polo shirt. Chief Hunt – we can do that also, almost anything that you would like, short sleeve, long sleeve or a polo shirt.

Board Member Smith also mentioned that he had not received his jacket yet.

- b. Discussion and possible action re: review of Invoice from William R. Whittington from Boyle, Pecharich, Cline, Whittington and Stallings, P.L.L.C. Law Office in the amount of \$ There has not been an invoice from our legal counsel. This matter was not discussed.

- c. Discussion and possible action re: review bids for vehicles that have been put up for sale and received and take any appropriate action.

There were 2 vehicles that were put out for bidding. One was a 1994 International (Type 1 Engine) and the other was a 2004 Ford F550 (Squad). Board Chairman Adriance proceed to open the bids and they are as follows:

i. For the 1994 International

1<sup>st</sup> Bid - \$5,000.00, 2<sup>nd</sup> Bid - \$2,100, 3<sup>rd</sup> Bid - \$3,678

Chief Hunt – what we had for our minimum and this was based up an appraisal that we had done, E-31 (1994 International) was no less than \$15,000 and Squad 31 should be no less than \$20,000.

Board Chairman Adriance made a motion to refuse the 3 bids that were offered on the 1994 International due to the fact that they don't come close to the appraised value that was given.

Board Member Reber seconded the motion. Motion passed to refuse the 3 bids. 5-0-0.

ii. For the 2004 Ford F550

1<sup>st</sup> Bid - \$3,600, 2<sup>nd</sup> Bid - \$7,500, 3<sup>rd</sup> Bid - \$2,878, 4<sup>th</sup> Bid - \$3,750

Board Chairman Adriance made a motion that we do not accept the bids because they don't come close to the face value of the vehicle. Board Member Smith seconded the motion.

Motion passed to refuse the bids. 5-0-0.

Board Chairman Adriance – I guess now that we can move onto a consignment through Fire Tech.

## **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: **SEPTEMBER 2019**

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

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

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

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

Board Member Reber – have we received any money in from any of the fires we were at?

Finance Director Arnett – we have actually, & you'll see them on your check deposits, it's also an automatic deposit in our account. She went on to explain the checks we did receive including one today. We've billed out \$191,425 and have received it all except for the last 2 fires which is about \$50,000.

Board Chairman Adriance – do we know what our expenses were for fighting those fires?

Finance Director Arnett – exactly, but I don't have them on this spreadsheet. When we do those wildland fires then reimburse us for all of the payroll costs. They also reimburse all of the meals & lodging that they spend. All of our big money maker is our equipment that we send. That's basically our profit, but they have expenses as well, wear and tear, and also fuel so it's not all profit.

Board Chairman Adriance - some of the questions we've had before on that is if we track that (expenses) so that the cost of the engine to buy it, track in with the depreciation, is the department making money doing all of this? It looks good on paper but is it balancing out on the balance sheet.

Finance Director Arnett – through September 30<sup>th</sup> we're ahead about \$120,000 profit. It doesn't include depreciation but includes everything else.

the discussion continued on for a couple of minutes.

Board Member Smith made a motion to accept the financial statements as presented and written. Board Clerk Oliver Seconded the motion. Motion passed to accept the financial statements as presented and written. 5-0-0

## **10. FUTURE AGENDA ITEMS:**

a. AFDA Conference material as it becomes available.

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

**11. NEXT REGULAR BOARD MEETING:**

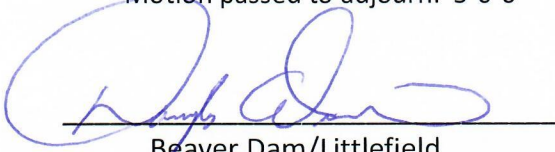
The next regular scheduled board meeting is **NOVEMBER 21, 2019** at **6:00 P.M.** Arizona Time. Any special meeting scheduled will appear in the minutes.

**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 Clerk Oliver seconded the motion. Motion passed to adjourn. 5-0-0



Beaver Dam/Littlefield  
Fire District – Chairman  
Governing Board

11/21/2019  
Date

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