



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



Minutes A.R.S. §38-403.01

MINUTES OF MAY 14, 2020

1. CALL TO ORDER:

Board Chairman Adriance brought the meeting to order at 6:02 P.M. on MAY 14, 2020. Following COVID-19 precautionary measures, the board members and general public were encourage to call into a teleconference at 1-(928) 990-5192, access code 1912735. Those attending in person were expected to follow all applicable federal, state and county mitigation guidelines.

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	Absent
Board Member:	Kevin Smith	Absent
Administrative Assistant:	Shan Sparks	Present

Also present were:
Finance Director Michelle Arnett

3. PLEDGE OF ALLEGIANCE:

By invitation of Board Chairman
Not given.

4. CALL TO THE PUBLIC:

George Barnett asked the board if he could ask questions. Board Chairman Adriance requested that he ask his questions as we came to the line items on the budget related to his questions. However, two of his questions did not relate to specific line items on the budget so they were addressed at this time.

Mr. Barnett asked – Does workers compensation cover COVID-19 exposures? Board Chairman Adriance indicated that workers compensation will cover time lost from work for work related causes. This would be applicable to all employees regardless if they are full-time, part-time or reserve. Finance Director Arnett added that employees would need to take reasonable precautions to prevent exposure based on the procedures that the district has adopted from the federal, state, and county recommendations on COVID-19 mitigation to qualify for workers compensation. Ms. Arnett also indicated that workers compensation generally only covers 65% of lost wages.

Mr. Barnett asked – How are employees with COVID-19 compensated if they have to stay home? Board Chairman Adriance indicated that the federal CARES Act has provisions to cover wages for loss of work related to COVID-19.

8. NEW BUSINESS: ACTION/DISCUSSION

- a. Discussion and possible action re: Review proposed 2020-2021 Fiscal Year (FY) Budget, make changes/suggest changes to be made. The public attending will also have the opportunity to voice their suggestions/comments.
Discussion only.

Finance Director Arnett presented the proposed budget line item by line item and explained the proposed budgeted amounts and the reasons for them. In regard to general fund revenues she indicated that Property and FDAT Tax revenue assume that 95% of the assessed property taxes will be paid by property owners in the upcoming FY. In view of the current COVID-19 pandemic and the state of Arizona's budgetary concerns going into the 2020-2021 FY the board asked if Ms. Arnett could research the percentage of property taxes paid in 2008-2010 (housing market recession) to determine if there was a shortfall in funding at that time to use as a comparison to anticipate a possible short fall in the upcoming FY.

Another notable point of discussion was in regard to Expenditures – Personnel. Chief Hunt proposed that an additional 4 hours be added to the late shift each day to provide more coverage overnight. Thus, the early shift would be 0800-1600 and the late shift would be 1600-0400. This would cost the district \$55,000 to add the additional hours. Based on cost savings achieved by eliminating the administrative expenses of maintaining an administration office at Fire Station #2, and the on-call expenses as compared to on-duty expenses, the increased amount could be justified. Board Chairman Adriance asked if a spreadsheet could be prepared showing the number of calls that take place between 0000-0400 and 0400-0800 over a few months to see when the most coverage would be needed. Ms. Arnett called Captain Debbie Gates during the discussion and she indicated to those assembled that it is about 50/50. 0000-0400 is mostly crashes, while 0400-0800 is mostly medical issues.

Mr. Barnett asked – Would having 12 hour shifts after mid-night require sleep accommodations, showers, lockers, etc. to accommodate the employees? Board Chairman Adriance indicated that this would be a working shift, thus the duties of those assigned to the shift would be the same as they are currently. No additional infrastructure would be required.

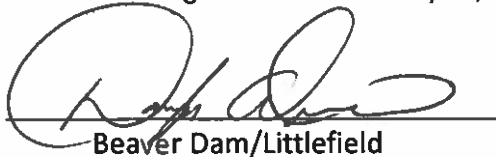
Ms. Arnett also went over the budget summary. She indicated that overall the budget proposal aligns well with the anticipated revenue and should be manageable if the general fund revenues don't drop significantly. Further, based on the financial outcome of FY 2019-2020 which looks to be under budget, the expenditures look reasonable. Board Chairman Adriance suggested that if the district ends the FY under budget, it would be good for the constituents if property taxes could be reassessed to prevent the district from maintaining too much of a surplus.

Those present expressed their appreciation for Finance Director Arnett's presentation and the work she put into it.

This was a discussion item only and no action was taken.

14. ADJOURNMENT:

Board Member Rutherford suggested that the meeting adjourn. Board Chairman Adriance adjourned the meeting at 8:55 P.M. on May 14, 2020.



Beaver Dam/Littlefield
Fire District – Chairman
Governing Board

5/21/2020
Date

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