



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 OCTOBER 15, 2020

1. CALL TO ORDER:

Acting Board Chairman Dan Reber brought the meeting to order at 6:00 P.M. on OCTOBER 15, 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	Absent
Board Clerk:	Tom Oliver	Present
Board Member:	Rodney Rutherford	Present
Board Member:	Dan Reber	Present (Acting Chairman)
Board Member:	Kevin Smith	Absent
Administrative Assistant:	Shan Sparks	Present

Also present were:

Finance Director Michelle Arnett and Chief Jeffrey Hunt

3. PLEDGE OF ALLEGIANCE:

The pledge was led by Chief Jeffrey Hunt.

4. CALL TO THE PUBLIC:

There were no comments from the public.

5. CONSENT AGENDA

- a. Discussion and possible action re: Minutes of **September 17, 2020**
 Acting Board Chairman Reber made a motion to accept the minutes of September 17, 2020. Board Member Rutherford seconded the motion. Motion passed to accept the minutes of September 17, 2020.
 3-0-2

6. REPORTS AND CORRESPONDENCE:

- a. Fire Chief's Report:
 - i. Discussion and possible action re: AFG FEMA grant update
 Discussion only.
 Chief Hunt reported that this grant is still pending and according to a vendor no one has been denied this grant to date.

ii. Discussion and possible action re: VFA grant update

Discussion only.

Chief Hunt reported that the status of this grant is unknown.

iii. Discussion and possible action re: Wildland fire update

Chief Hunt reported that this year's wildland fire season has been very active. The fire district had two teams return recently, one from California/Oregon (32 days) and one from Wyoming (16 days). Another team was leaving for Peach Springs, AZ today.

b. Fire and EMS Report for the month of: **September 2020**

Chief Hunt gave the Fire & EMS report - There were 26 Fire Calls and 87 EMS Calls for a total of 113 Fire and EMS Calls for the month of September 2020. For 2020 YTD there were a total of 184 Fire Calls and 695 EMS Calls for a total of 879 Fire and EMS Calls.

c. Board of Directors Report: N/A

7. OLD BUSINESS: ACTION/DISCUSSION

a. Discussion and possible action re: Emergency Medical Services (EMS) Subscription example from Hampden Township (Pennsylvania). Discussion only. Acting Board Chairman Reber suggested that we move this item to a future meeting.

8. NEW BUSINESS: ACTION/DISCUSSION

a. Discussion and possible action re: Resume burn season – Resolution 2020-09

Chief Hunt recommended to the Board that they resolve to resume the burn season on October 17, 2020 at 8:00 A.M. due to the temperatures moderating and multiple requests from the public. The public must obtain a burn permit which gives them reminders on safe burning.

Acting Board Chairman Reber made a motion to accept resolution 2020-09 to resume the burn season on October 17, 2020 at 8:00 A.M. Board Member Rutherford seconded the motion. Motion was passed to accept resolution 2020-09 to resume the burn season on October 17, 2020 at 8:00 A.M.

3-0-2

b. Discussion and possible action re: Reimburse S. Burch \$142.32 for landscaping supplies.

Acting Board Chairman Reber made a motion to reimburse S. Burch \$142.32 for landscaping supplies. Board Clerk Oliver seconded the motion. Motion was passed to reimburse S. Burch \$142.32 for landscaping supplies.

3-0-2

c. Discussion and possible action re: Fire station yard sale in November for station improvements
Discussion only.

Captain Debbie Gates asked the Board to consider whether or not obsolete items that have accumulated in storage could be sold in a yard sale for which the funds from such could be used for station improvements, i.e. carpet, paint, etc. The Board suggested that additional research be done regarding any statutory considerations and that the Board re-consider the request at a future meeting.

d. Discussion and possible action re: Open house day(s) at fire stations #1 and #3 for the public
Discussion only.

The Board would like to consider this topic at a future meeting.

e. Discussion and possible action re: Holiday get together for fire district personnel

The Board considered 2 bids for catering this event. The Board agreed to December 11, 2020 as the date of the event.

Board Clerk Oliver made a motion to accept the bid from Dickies BBQ for \$860 (lowest bid) for this event on December 11, 2020. Board Member Rutherford seconded the motion. Motion was passed to accept the bid from Dickies BBQ for \$860 (lowest bid) for this event on December 11, 2020.

3-0-2

9. BEAVER DAM/LITTLEFIELD FIRE DISTRICTS FINANCIAL STATEMENTS:

- a. Discussion and possible action re: Review and approval of the District’s Consolidated Monthly Reports for the month ending: **September 2020** (Action Required).
 - i. Statement of Net Assets
 - ii. Statement of Financial Activities, including Cash Flow Projections
 - iii. Register of Checks, Warrants, and Deposits
 - iv. Expenses by Vendor
 - v. Reconciliation of Cash w/Treasury – Wells Fargo Checking
 - vi. Reconciliation of Mountain America Credit Union Checking
 - vii. UMB Visa P-Card Statement
 - viii. Costco Visa Card Statement (current balance = zero)
 - ix. Invoices from WR Whittington’s office – (none received)

Finance Director Arnett reported that \$25,000 was paid to the PSPRS Employer Contribution retirement fund as approved by the Board. She also reported the following: the annual audit starts on October 30, 2020; the fire district has been receiving the wildland revenue quickly; and everything is on track to date.

Acting Board Chairman Reber made a motion to accept the status of the budget and the accounting of the financial statements. Board Clerk Oliver seconded the motion. Motion was passed to accept the status of the budget and the accounting of the financial statements.

3-0-2

10. FUTURE AGENDA ITEMS:

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

11. NEXT REGULAR BOARD MEETING:

- a. The next regular scheduled board meeting is **November 19, 2020 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 Members tablets, the website and posted at Fire Station #1.

13. CALL TO THE PUBLIC:

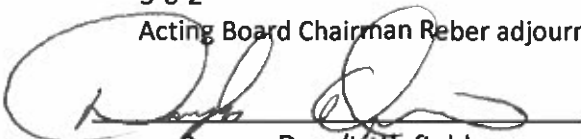
There were no comments from the public.

14. ADJOURNMENT:

Board Member Rutherford made a motion to adjourn. Acting Board Chairman Reber seconded the motion. Motion passed to adjourn.

3-0-2

Acting Board Chairman Reber adjourned the meeting at 6:38 P.M. on October 15, 2020.



Beaver Dam/Littlefield
Fire District – Chairman
Governing Board

11/19/2020
Date

Ref:

SD Card #5

File: BDFDBR020