



Beaver Dam/Littlefield Fire District
630 N. Highway 91, P.O. Box 579
Beaver Dam, AZ. 86432
Telephone (928) 347-5114
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Minutes A.R.S. §38-403.01

MINUTES OF NOVEMBER 19, 2020

1. CALL TO ORDER:

Acting Board Chairman Dan Reber brought the meeting to order at 6:02 P.M. on NOVEMBER 19, 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/Present (Arrived at 6:16 pm)
Board Member:	Kevin Smith	Present
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 Finance Director Michelle Arnett.

4. CALL TO THE PUBLIC:

There were no comments from the public.

5. CONSENT AGENDA

- a. Discussion and possible action re: Minutes of **October 15, 2020**
Board Chairman Adriance made a motion to accept the minutes of October 15, 2020. Board Clerk Oliver seconded the motion. Motion passed to accept the minutes of October 15, 2020.
4-0-1

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 was not granted. He will resubmit a new application for consideration.

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

Discussion only.

Chief Hunt reported that there currently no fire district personnel currently deployed at this time.

Wildfire season is still active.

iv. Discussion and possible action re: Engine 11 update

Discussion only.

Chief Hunt reported that Engine 11 is in the shop with engine issues. However, the issues will be covered by the Cummins warranty.

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

Chief Hunt gave the Fire & EMS report - There were 17 Fire Calls and 84 EMS Calls for a total of 101 Fire and EMS Calls for the month of October 2020. For 2020 YTD there were a total of 201 Fire Calls and 779 EMS Calls for a total of 980 Fire and EMS Calls.

c. Board of Directors Report: Thank you for a job well done! Receiving positive feedback from the community.

7. OLD BUSINESS: ACTION/DISCUSSION

a. Discussion and possible action re: Emergency Medical Services (EMS) Subscription example from Hampden Township (Pennsylvania).

Discussion only.

The Board members would like to pin this item for consider at a future meeting just before attending an AFDA conference.

b. Discussion and possible action re: Cancelling holiday get together for fire district personnel

Discussion only.

Due to the current pandemic, it was decided to cancel the holiday get together this year for the safety and health of the fire district personnel and their families.

c. Discussion and possible action re: Sale of obsolete misc. equipment.

Discussion only.

Chief Hunt reported that they are starting to research the value of ambulance Medic 21. Finance Director Arnett indicated that we can sale obsolete misc. equipment (see 2018-AFDA-Redbook, page 51 of 221, Sale of District Assets). Proceeds will need to go directly into the general fund.

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

Discussion only.

Due to the current pandemic, it was decided to revisit this item at a later date for the safety and health of the fire district personnel and the public.

8. NEW BUSINESS: ACTION/DISCUSSION

Board Member Reber arrived at 6:16 pm as the Board began the discussion of new business.

a. Discussion and possible action re: Reimburse M. Marti \$80.09 for ambulance crew meals

Board Member Smith made a motion to reimburse M. Marti \$80.09 for ambulance crew meals.

Board Member Reber seconded the motion. Motion was passed to reimburse M. Marti \$80.09 for ambulance crew meals.

5-0-0

b. Discussion and possible action re: Hardship waiver request – N. Bailey

Finance Director Arnett reported that the fire district had received a hardship waiver request from N. Bailey. In applying the policy criteria for a hardship waiver based on the information provided in the hardship waiver application, the applicant met the criteria for a hardship waiver of the amount billed.

Board Member Reber made a motion to grant a hardship waiver for the amount billed. Board Chairman Adriance seconded the motion. Motion was passed to grant a hardship waiver to N. Bailey for the amount billed.

5-0-0

c. Discussion and possible action re: BCBS Health Ins. Renewal

Finance Director Arnett reported that the premium for the current level of coverage will be going up by approximately \$2,100 for the coming year. However, the deductibles will be higher and the levels of coverage will be reduced. Finance Director Arnett and Chief Hunt suggested that the Board consider a different BCBS policy that would maintain better levels of coverage, have lower deductibles, and make the benefit package for future full-time employees more attractive. The premium for this suggested policy would be approximately \$4,800 for the coming year than the current premium.

Board Member Rutherford made a motion to change to the suggested BCBS policy. Board Member Smith seconded the motion. Motion was passed to change to the suggested BSBS policy with better levels of coverage, lower deductibles and to provide a more attractive benefit package for future full-time employees.

5-0-0

Finance Director Arnett suggested that the Board consider taking action at this meeting to maintain the current policy of the fire district paying \$3,000 each year toward the Health Saving Accounts (HSA) of full-time employees that sign up for health insurance coverage.

Board Chairman Adriance made a motion to maintain the current fire district policy to pay \$3,000 each year toward the HSAs of full-time employees that sign up for health insurance coverage. Board Member Reber seconded the motion. Motion was passed to maintain the current fire district policy to pay \$3,000 each year toward the HSAs of full-time employees that sign up for health insurance coverage.

Finance Director Arnett also suggested that the Board consider taking action at this meeting to maintain the current policy of the fire district paying full-time employees fifty percent of employee health insurance costs as an incentive to opt out of signing up for health insurance coverage through the fire district.

Board Member Reber made a motion to maintain the current policy of the fire district paying full-time employees fifty percent of employee health insurance costs as an incentive to opt out of signing up for health insurance coverage through the fire district. Board Member Rutherford seconded the motion. Motion was passed to maintain the current policy of the fire district paying full-time employees fifty percent of employee health insurance costs as an incentive to opt out of signing up for health insurance coverage through the fire district.

5-0-0

d. Discussion and possible action re: VFIS Accident &Sickness Renewal

Finance Director Arnett reported that the VFIS Accident &Sickness policy was up for renewal. She presented to the Board a questionnaire showing the current insurance limits. The premium will be calculated based on any changes and should be available at the next meeting.

Board Chairman Adriance made a motion to move forward with the renewal of the VFIS Accident &Sickness policy without changes. Board Member Smith seconded the motion. Motion was passed to move forward with the renewal of the VFIS Accident &Sickness policy without changes.

5-0-0

e. Discussion and possible action re: Fee schedule

Discussion only.

Resident Deanna Anderson was present at the meeting and asked the Board to clarify who can utilize the facility meeting rooms. She indicated that permission was granted to a party to conduct a concealed weapons permit class in September, but permission was denied for the same party to conduct another concealed weapons permit class by a woman (name unknown) who said

that the meeting rooms cannot be utilized by persons conducting activities for profit. The Board Members asked Chief Hunt and Finance Director Arnett to consult with other fire districts in Arizona to determine their policies. If needed, the Board Members will seek legal counsel on this matter as well. The Board will address the clarification at the December 17, 2020 Board meeting.

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: **October 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 we are in "good shape" on the budget. She also reported that the financial audit is almost done. Finance Director Arnett reported that a water bill at Fire Station #2 was \$2,600. Desert Springs water is willing to reduce the bill to \$150 for that month (as a pass) due to it possibly being an issue with the water meter. Chief Hunt indicated that the water has been turned off at Fire Station #2 so that the meter can be monitored to possibly determine the issue.

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

5-0-0

10. FUTURE AGENDA ITEMS:

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

The Board would like to pin the following items for future consideration: Available grants, Community Open House events, and consideration of possible "charge for service models" (subscription services).

11. NEXT REGULAR BOARD MEETING:

- a. The next regular scheduled board meeting is **December 17, 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:

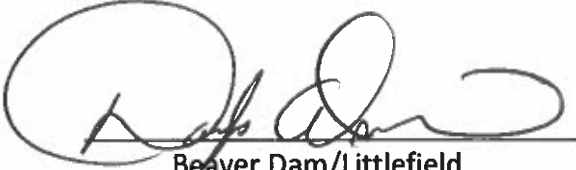
There were no comments from the public.

14. ADJOURNMENT:

Board Member Reber made a motion to adjourn. Board Member Smith seconded the motion. Motion passed to adjourn.

5-0-0

Board Chairman Adriance adjourned the meeting at 6:59 pm on December 17, 2020.



Beaver Dam/Littlefield
Fire District – Chairman
Governing Board

12/17/2020
Date

Ref:

SD Card #5

File: BDFDBR023