



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 APRIL 20, 2021

1. CALL TO ORDER:

(Acting) Board Chairman Dan Reber brought the meeting to order at 6:08 P.M. on APRIL 20, 2021.

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:	Thomas M. Oliver	Present
Board Member:	Rodney Rutherford	Present
(Acting) Board Chairman:	Dan Reber	Present
Board Member:	Kevin Smith	Present
Administrative Assistant:	Shan Sparks	Present

Also present were: Chief Jeffrey Hunt and Finance Director Michelle Arnett

3. PLEDGE OF ALLEGIANCE:

The pledge was led by Board Clerk Oliver

4. CALL TO THE PUBLIC:

There were no comments from the public.

5. CONSENT AGENDA

- a. Discussion and possible action re: Minutes of **March 18, 2021**

(Acting) Board Chairman Reber made a motion to accept the minutes of March 18, 2021. Board Member Rutherford seconded the motion. Motion passed to accept the minutes of March 18, 2021.

4-0-1

6. REPORTS AND CORRESPONDENCE:

- a. Fire Chief's Report:

i. Discussion and possible action re: AFG Grant update
Discussion only.

Chief Hunt reported that the district received a notice that Appendix D was rescinded. However, it is unknown how that relates to the overall status of the grant.

- b. Fire and EMS Report for the month of: **March 2021**

Chief Hunt gave the Fire & EMS report - There were 13 Fire Calls and 77 EMS Calls for a total of 90 Fire and EMS Calls for the month of March 2021. For 2021 YTD there were a total of 36 Fire Calls and 229 EMS Calls for a total of 265 total incidents.

- c. Board of Directors Report: No report given

7. OLD BUSINESS: ACTION/DISCUSSION

There were no items of "old business" for discussion or action at this meeting.

8. NEW BUSINESS: ACTION/DISCUSSION

- a. Discussion and possible action re: Resolution 2021-07 Annexation Request Phillip Eric Trousdale (Acting) Board Chairman Reber made a motion to accept Resolution 2021-07 Annexation Request Phillip Eric Trousdale. Board Member Smith seconded the motion. Motion passed to accept Resolution 2021-07 Annexation Request Phillip Eric Trousdale.
4-0-1
- b. Discussion and possible action re: Resolution 2021-08 Annexation Request Philip and Isabelle Tait (Acting) Board Chairman Reber made a motion to accept Resolution 2021-08 Annexation Request Philip and Isabelle Tait. Board Clerk Oliver seconded the motion. Motion passed to accept Resolution 2021-08 Annexation Request Philip and Isabelle Tait.
4-0-1
- c. Discussion and possible action re: Working Agreement Between Dixie Technical College and Beaver Dam/Littlefield Fire District
Discussion only.
Chief Hunt presented the Board members with a copy of the working agreement. This creates a working relationship between the two parties to enhance training and an ongoing working relationship.
Board Member Rutherford made a motion to accept the Working Agreement Between Dixie Technical College and Beaver Dam/Littlefield Fire District. Board Member Smith seconded the motion. Motion passed to accept the Working Agreement Between Dixie Technical College and Beaver Dam/Littlefield Fire District.
4-0-1
- d. Discussion and possible action re: Sobel Hardship Waiver
Finance Director Arnett presented to the Board members a hardship waiver request from Randy Sobel. Based on the Fire District's Financial Hardship Guidelines the district could honor the request for a reduction in fees to \$125 which could be paid in \$25 dollar monthly installments until paid. (Acting) Board Chairman Reber made a motion to accept the hardship waiver request from Randy Sobel as allowed by the Fire District's Financial Hardship Guidelines. Board Member Smith seconded the motion. Motion passed to accept the hardship waiver request from Randy Sobel as allowed by the Fire District's Financial Hardship Guidelines.
4-0-1
- e. Discussion and possible action re: Resolution 2021-09 Recognizing FF/AEMT Ernesto Renteria
Finance Director Arnett presented the Board members with a resolution to recognize FF/AEMT Ernesto Renteria by proposing an increase to his current hourly pay by \$1.00 per hour for completing his AEMT certification effective March 17, 2021 and for his dedicated service of 13 plus years.
Board Member Rutherford made a motion to accept Resolution 2021-09 Recognizing FF/AEMT Ernesto Renteria. Board Member Smith seconded the motion. Motion passed to accept Resolution 2021-09 Recognizing FF/AEMT Ernesto Renteria.
4-0-1
- f. Discussion and possible action re: Budget Process/Calendar and Schedule May work session.

Discussion only.

Finance Director Arnett presented the Board members with a Budget Process/ Calendar with the FY 2021-22 budget deadlines. She proposed a special budget work session meeting on May 12, 2021 for which the Board members were in agreement.

g. Discussion and possible action re: Reimburse Hope Barlow AEMT

Finance Director Arnett presented the Board members with a request for reimbursement of \$500.00 to reimburse AEMT Hope Barlow for completing AEMT certification training. The Board members were advised that reimbursement was conditional to AEMT Hope Barlow signing a 2 year agreement to continue working for the fire district.

Board Member Smith made a motion to reimburse AEMT Hope Barlow \$500.00 conditional to signing a 2 year agreement to continue working for the fire district. Board Member Rutherford seconded the motion. Motion passed to reimburse AEMT Hope Barlow \$500.00 conditional to signing a 2 year agreement to continue working for the fire district.

4-0-1

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: **March 2021** (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 (zero balance)

ix. Invoices from WR Whittington's office

Finance Director Arnett reported that we are 75 percent through the FY and the Fire District is "on target" and "looking really good" with the budget.

(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.

4-0-1

10. FUTURE AGENDA ITEMS:

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

Chief Hunt asked the Board members to consider ending the burn season at the next regular Board meeting.

Finance Director Arnett asked the Board members to consider reimbursement for AEMT Ernesto Renteria for attending AEMT certification training at the next regular Board meeting.

11. NEXT REGULAR BOARD MEETING:

The next regular scheduled Board meeting is scheduled on **May 20, 2021 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 Smith made a motion to adjourn. (Acting) Board Chairman seconded the motion.
Motion passed to adjourn.

4-0-1

(Acting) Board Chairman Reber adjourned the meeting at 6:58 P.M. on April 20, 2021.



Beaver Dam/Littlefield
Fire District – Chairman
Governing Board

5/20/2021
Date

Ref:

SD Card #5

File: BDFDBR032