



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 JULY 15, 2021

1. CALL TO ORDER:

Board Chairman Doug Adriance brought the meeting to order at 6:03 P.M. on JULY 17, 2021.

Following COVID-19 precautionary measures, the Board members and general public were informed that they may 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:	Thomas M. Oliver	Present
Board Member:	Rodney Rutherford	Present
Board Member:	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 Chief Hunt

4. CALL TO THE PUBLIC:

There were no comments from the public.

5. CONSENT AGENDA

- a. Discussion and possible action re: Minutes of **June 17, 2021**
 Board Member Reber made a motion to accept the minutes of the June 17, 2021 Board meeting.
 Board Member Rutherford seconded the motion. Motion passed to accept the minutes of the June 17, 2021 Board meeting.
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6. REPORTS AND CORRESPONDENCE:

- a. Fire Chief's Report:
 - i. Discussion and possible action re: AFG Grant update
 Discussion only.
 Chief Hunt reported that he has no new information on the AFG Grant.
 - ii. Discussion and possible action re: Wildland Fire updates
 Discussion only.

Chief Hunt reported that one team is still deployed on "Severity Assignment" in the Virgin River Gorge. He is expecting a call for assistance in California and Oregon soon.

- b. Fire and EMS Report for the month of: **June 2021**
Chief Hunt gave the Fire & EMS report - There were 26 Fire Calls and 83 EMS Calls for a total of 109 Fire and EMS Calls for the month of June 2021. For 2021 YTD there were a total of 114 Fire Calls and 467 EMS Calls for a total of 581 total incidents.
- c. Board of Directors Report: Commendation from public on recent incidents.
Board Chairman Adriance reported that the public has been "outspoken about the outstanding job" the Fire District is doing in response to recent incidents.

7. OLD BUSINESS: ACTION/DISCUSSION

Discussion and possible action re: Possible fundraiser to post physical address signs. May encourage property owners to pursue annexation to the Fire District.

Discussion only.

The Board members and Chief Hunt asked if this topic could be considered at a future Board meeting.

8. NEW BUSINESS: ACTION/DISCUSSION

- a. Discussion and possible action re: Reimburse C. Marti for Crew Meal
Finance Director Arnett presented the Board members with a request for reimbursement of \$32.47 to reimburse M. Marti for crew meals during a transport.
Board Member Reber made a motion to reimburse M. Marti for \$32.47 for crew meals during a transport. Board Chairman Adriance seconded the motion. Motion passed to reimburse M. Marti for \$32.47 for crew meals during a transport.
- b. Discussion and possible action re: Reimburse C. Marti for Crew Meal
Finance Director Arnett presented the Board members with a request for reimbursement of \$29.21 to reimburse M. Marti for crew meals during a transport.
Board Member Reber made a motion to reimburse M. Marti for \$29.21 for crew meals during a transport. Board Chairman Adriance seconded the motion. Motion passed to reimburse M. Marti for \$29.21 for crew meals during a transport.
- c. Discussion and possible action re: Discontinue Voyager Fuel Card, Apply for WEX Fuel Card
Finance Director Arnett informed the Board that ADOT will be transitioning from the Voyager Fuel Card to the WEX Fuel Card.
Board Chairman Adriance made a motion to accept the transition from the Voyager Fuel Card to the WEX Fuel Card as indicated in the letter from ADOT. Board Member Smith seconded the motion. Motion passed to accept the transition from the Voyager Fuel Card to the WEX Fuel Card as indicated in the letter from ADOT.
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- d. Discussion and possible action re: Smart and Safe Arizona Fund
Discussion only.
Finance Director Arnett indicated that the Fire District has received \$1,259.89 from the Smart and Safe Arizona Fund to be added to the general fund. This program is based on the legalization of Marijuana and Marijuana products in Arizona.

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: **June 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
- ix. Invoices from WR Whittington's office (none received)

Finance Director Arnett reported that the Fire District ended the Fiscal Year ending June 30, 2021 on track. We have a few expenses that will still be processed for the FY 2020-2021 budget, but the Fire District will still end the FY on track. Property Tax revenue was over budget and wildland fire revenue was almost double.

Board Member Smith 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.

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10. FUTURE AGENDA ITEMS:

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

The Board members asked to include the follow items on a future agenda:

- a. Possible Fundraiser to post physical address signs. May encourage property owners to pursue annexation to the Fire District.
- b. Possible installation of front and rear dash cameras on Fire District vehicles.

11. NEXT REGULAR BOARD MEETING:

The next regular scheduled Board meeting is scheduled on **August 19, 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 Reber made a motion to adjourn. Board Member Smith seconded the motion. Motion passed to adjourn.

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Board Chairman Adriance adjourned the meeting at 6:39 P.M. on July 15, 2021.

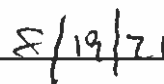
THIS IS A WORKING DRAFT ONLY AND IS NOT APPROVED UNTIL SIGNED



Beaver Dam/Littlefield Fire District
Board Chairman

(Acting)

Date



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SD Card #5
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