



**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](http://www.beaverdam-littlefieldfire.org)



Minutes A.R.S. §38-403.01

**MINUTES OF AUGUST 19, 2021**

**1. CALL TO ORDER:**

(Acting) Board Chairman Dan Reber brought the meeting to order at 6:01 P.M. on AUGUST 19, 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	<b>Absent</b>
Board Clerk:	Thomas M. Oliver	<b>Absent</b>
Board Member:	Rodney Rutherford	Present
Board Member:	Dan Reber	Present
Board Member:	Kevin Smith	Present
Administrative Assistant:	Shan Sparks	Present

Also present were: Captain Debbie Gates, Finance Director Michelle Arnett and Finance/Payroll Clerk Doe Nelson

**3. PLEDGE OF ALLEGIANCE:**

The pledge was led by Acting Board Chairman Reber

**4. CALL TO THE PUBLIC:**

There were no comments from the public.

**5. CONSENT AGENDA**

a. Discussion and possible action re: Minutes of **July 15, 2021**

Board Member Rutherford made a motion to accept the minutes of the July 15, 2021 Board meeting.

Board Member Smith seconded the motion. Motion passed to accept the minutes of the July 15, 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. Will be addressed under new business.

ii. Discussion and possible action re: Wildland Fire updates

Discussion only.

Finance Director Arnett informed the Board Members that there are currently no teams deployed to wildfires. However, one team is on standby if needed for a fire in southern Utah.

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

Captain Gates gave the Fire & EMS report - There were 25 Fire Calls and 88 EMS Calls for a total of 113 Fire and EMS Calls for the month of July 2021. For 2021 YTD there were a total of 139 Fire Calls and 555 EMS Calls for a total of 694 total incidents.

c. Board of Directors Report: None

**7. OLD BUSINESS: ACTION/DISCUSSION**

a. 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. No new information about this proposal was available.

b. Discussion and possible action re: Possible installation of front and rear dash cameras on Fire District vehicles.

Discussion only. No new information about this proposal was available.

The Board members asked if these topics could be considered at a future Board meeting.

**8. NEW BUSINESS: ACTION/DISCUSSION**

a. Discussion and possible action re: Continuing MOA with Littlefield Unified School District for Water Use/Standby Svcs

Discussion only. Finance Director Arnett presented the Board members with a copy of the MOA and reminded them of the terms of the formerly approved agreement since payment was going to be made in line with the terms of the agreement shortly.

b. Discussion and possible action re: VFIS (AIG) Property and Casualty insurance renewal

Finance Director Arnett presented the Board members with the VFIS (AIG) Property and Casualty insurance renewal document. She explained that for this FY there would be no increase in the Property and Casualty coverage limits and the premium would only increase by \$117.

Board Member Rutherford made a motion to renew the VFIS (AIG) Property and Casualty insurance as presented in the renewal document.

Board Member Smith seconded the motion. Motion passed to renew the VFIS (AIG) Property and Casualty insurance as presented in the renewal document.

3-0-2

c. Discussion and possible action re: VFIS (AIG) Accident and Sickness insurance renewal

Finance Director Arnett presented the Board members with the VFIS (AIG) Accident and Sickness insurance renewal document. She explained that for this FY the renewal premium for the Accident and Sickness insurance would remain the same as the last FY. She also indicated that the Fire District would be receiving a rebate on this policy because of our request to align the renewal date with the renewal date of the VFIS (AIG) Property and Casualty insurance renewal date (previously 1/27/21-9/1/21, new 9/1/21-9/1/22).

Board Member Rutherford made a motion to renew the VFIS (AIG) Accident and Sickness insurance as presented in the renewal document.

Board Member Smith seconded the motion. Motion passed to renew the VFIS (AIG) Property and Casualty insurance as presented in the renewal document.

3-0-2

d. Discussion and possible action re: Resolution 2021-14 Acceptance of AFG grant from FEMA

Finance Director Arnett presented the Board Member with an email from FEMA stating that the Fire District has been awarded an AFG grant if the Fire District would agree to the terms of the grant. FEMA has offered an AFG grant to purchase 14 SCBA's, with the condition that the Beaver

Dam/Littlefield Fire District pay 5% of expenses to qualify for 95% of the grant award. The expense for the SCBAs was already factored into the FY 2021-2022 budget. However, the grant award covering 95% of the cost will result in a significant savings to the Fire District.

(Acting) Board Chairman Reber made a motion to adopt Resolution 2021-14 accepting the AFG grant from FEMA according to the terms of the grant.

Board Member Smith seconded the motion. Motion passed to adopt Resolution 2021-14 accepting the AFG grant from FEMA according to the terms of the grant.

3-0-2

- e. Discussion and possible action re: Resolution 2021-15 Annexation request Wilson  
Board Member Smith made a motion to accept Resolution 2021-15 Annexation Request Leo and Shirley Wilson. Board Member Rutherford seconded the motion. Motion passed to accept Resolution 2021-15 Annexation Request Leo and Shirley Wilson.

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: **July 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 we are approximately 10% into the budget cycle and the budget is on tract. She indicated that some of the revenue and expenses recorded in FY2022 will be adjusted back into the prior FY during the audit process.

(Acting) Board Chairman Reber made a motion to accept the status of the budget and the accounting of the financial statements. Board Member Smith 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.*

See old business

## **11. NEXT REGULAR BOARD MEETING:**

The next regular scheduled Board meeting is scheduled on **September 16, 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. Board Member Rutherford seconded the motion. Motion passed to adjourn.

3-0-2

Acting Board Chairman Reber adjourned the meeting at 6:38 P.M. on August 19, 2021.

  
Beaver Dam/Littlefield Fire District  
Board Chairman

9/16/2021  
Date

Ref:

SD Card #5

File: BDFDBR038