



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 NOVEMBER 18, 2021

1. CALL TO ORDER:

Board Chairman Doug Adriance brought the meeting to order at 6:03 P.M. on NOVEMBER 18, 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	Absent
Board Member:	Rodney Rutherford	Present
Board Member:	Dan Reber	Present
Board Member:	Kevin Smith	Present
Administrative Assistant:	Shan Sparks	Present

Also present were: Fire Chief Jeffrey Hunt, Finance Director Michelle Arnett and Finance/Payroll Clerk Doe Nelson

3. PLEDGE OF ALLEGIANCE:

The pledge was led by Board Member Rodney Rutherford

4. CALL TO THE PUBLIC:

There were no comments from the public.

5. CONSENT AGENDA

Discussion and possible action re: Minutes of **October 21, 2021**

Board Member Smith made a motion to accept the minutes of the October 21, 2021 Board meeting.

Board Member Reber seconded the motion. Motion passed to accept the minutes of the October 21, 2021 Board meeting.

4-0-1

6. REPORTS AND CORRESPONDENCE:

a. Fire Chief's Report:

i. Discussion and possible action re: Wildland fire updates

Discussion only.

Chief Hunt reported that one team had been deployed since our last meeting, but has returned.

There are still wildland fires in Colorado and California for which we may be called for assistance.

ii. Discussion and possible action re: AFG Grant update

Discussion only.

Chief Hunt reported that the SCBA's have arrived and are now in service. He also reported that he has applied for another AFG Grant for additional equipment.

iii. Discussion and possible action re: Firehouse Subs Grant

Discussion only.

Chief Hunt reported that he has applied for a Firehouse Subs Grant which would grant \$36,000 to provide a fully equipped and specked out ATV to access remote areas of the Fire District.

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

Chief Hunt reported that there were 23 Fire Calls and 103 EMS Calls for a total of 126 Incidents for the month of October 2021. For 2021 YTD there were a total of 198 Fire Calls and 830 EMS Calls for a total of 1028 total incidents.

c. Board of Directors Report: Board Chairman Adriance had nothing to report.

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.

Finance Director Arnett presented the Board members with a cost estimate to produce the address signs. There was a lengthy discussion on how the program might work. The Board members ask that a mailer be prepared and the cost of mailing out the mailer be presented to the Board members at a future meeting for consideration. The mailer would ask the Fire District residents for feedback as to whether or not they would be willing to pay a fee for a physical address sign and be willing to post the sign as a fundraising project.

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

Discussion only.

Chief Hunt reported that he consulted with other Fire Chiefs on this topic and they found the cost and maintenance of installing and maintaining dash cameras to be too cost prohibitive and labor intensive. They also indicated that having dash cameras on ambulances may be prohibited due to HIPPA laws. The Board members agreed that the Fire District would not pursue getting dash cameras at this time.

c. Discussion and possible action re: Fire District Holiday get-together for Fire District personnel
Flyer
Discussion only.

Finance Director Arnett provided the Board members with a flyer showing the details of the Fire District Holiday personnel get-together.

8. NEW BUSINESS: ACTION/DISCUSSION

a. Discussion and possible action re: AFDA Winter Conference update

Discussion only.

Administrative Assistant Sparks reported to the Board members that the registration fee for the AFDA Winter conference has been paid for 7 Fire District personnel to attend.

b. Discussion and possible action re: January Board meeting date change to AFDA Winter Conference
Discussion only.

The Board members agreed to schedule the January Board meeting on Thursday January 27, 2022. The Mohave County Board of Supervisors will be advised of the meeting date change.

c. Discussion and possible action re: Resolution 2021-17 Annexation request Sarah L. Brady

Board Chairman Adriance made a motion to accept Resolution 2021-17 regarding Sarah L.

Brady's request to be annexed into the Fire District. Board Member Smith seconded the motion.

Motion passed to accept Resolution 2021-17 regarding Sarah L. Brady's request to be annexed into

the Fire District.

4-0-1

- d. Discussion and possible action re: Reimburse L. Lydon for meals during AZ Fire School
Board Member Reber made a motion to reimburse L. Lydon \$32.88 for meals while attending AZ Fire School. Board Member Smith seconded the motion. Motion passed to reimburse L. Lydon \$32.88 for meals while attending AZ Fire School.

4-0-1

- e. Discussion and possible action re: BCBS Health Insurance Renewal
Finance Director Arnett presented the Board members with the BCBS Health Insurance renewal information packet. There will be a \$64.94 increase in premium each month, however it is still within budget.
Board Member Reber made a motion to proceed with the BCBS Health Insurance renewal. Board Member Rutherford seconded the motion. Motion passed to proceed with the BCBS Health Insurance renewal.

4-0-1

- f. Discussion and possible action re: Continuing Fire District policy to pay full-time employees \$3,000 per year toward the HAS account.
Finance Director indicated to the Board members that the annual deductible on the HAS account would increase to \$4,000.
Board Member Rutherford made a motion to continue Fire District policy to pay full-time employees the annual deductible on the HAS account (\$4,000 this year). Board Member Reber seconded the motion. Motion passed to continue Fire District policy to pay full-time employees the annual deductible on the HAS account (\$4,000 this year).

4-0-1

- g. Discussion and possible action re: Continuing Fire District policy to pay full-time employees 50% of health insurance when covered by another insurance plan and opting out of the Fire District health insurance.
Board Chairman Adriance reminded the Board members that this policy saves the Fire District money due to not paying full premium for full-time employees who opt out of Fire District health insurance.
Board Member Rutherford made a motion to continue Fire District policy to pay full-time employees 50% of health insurance when covered by another insurance plan and opting out of the Fire District health insurance. Board Member Reber seconded the motion. Motion passed to continue Fire District policy to pay full-time employees 50% of health insurance when covered by another insurance plan and opting out of the Fire District health insurance.

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

Finance Director Arnett reported that some expenses were a little high but nothing of great concern. Revenue received to date is very good. At this point in the FY it looks like the financial status of the Fire District is on track to complete on budget.

Board Chairman Adriance 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.

4-0-1

10. FUTURE AGENDA ITEMS:

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

- a. As indicated in old business the Board members ask that a mailer be prepared and the cost of mailing out the mailer be presented to the Board members at a future meeting for consideration. The mailer would ask the Fire District residents for feedback as to whether or not they would be willing to pay a fee for a physical address sign and be willing to post the sign as a fundraising project.
- b. The Board members asked Chief Hunt to prepare a letter to the Board of Supervisors for their consideration addressing the negative impact that road conditions up to the "Jones Flat" area are having on incident response times and transport times.

11. NEXT REGULAR BOARD MEETING:

The next regular scheduled Board meeting is scheduled on **December 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:

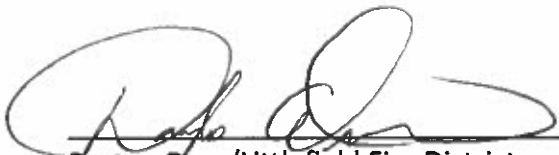
There were no comments from the public.

14. ADJOURNMENT:

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

4-0-1

Board Chairman Adriance adjourned the meeting at 7:22 P.M. on November 18, 2021.



Beaver Dam/Littlefield Fire District
Board Chairman

12/16/2021
Date

Ref:

SD Card #5

File: BDFDBR041