



Beaver Dam/Littlefield Fire District
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Beaver Dam, AZ. 86432
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www.beaverdam-littlefieldfire.org



Minutes A.R.S. §38-403.01

MINUTES OF APRIL 21, 2022

1. CALL TO ORDER:

Board Chairman Doug Adriance brought the meeting to order at 6:05 P.M. on APRIL 21, 2022.

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: Fire Chief Hunt and Finance/Payroll Clerk Doe Nelson.

3. PLEDGE OF ALLEGIANCE:

The pledge was led by Board Member Reber

4. CALL TO THE PUBLIC:

No comments from public

5. CONSENT AGENDA

Discussion and possible action re: Minutes of **March 17, 2022**
 Board Member Reber made a motion to accept the minutes of the March 17, 2022 Board meeting. Board Member Smith seconded the motion. Motion passed to accept the minutes of the March 17, 2022 Board meeting.
 5-0-0

6. REPORTS AND CORRESPONDENCE:

- a. Fire Chief's Report:
 - i. Discussion and possible action re: Wildland fire updates
 Discussion only.
 Chief Hunt reported that multiple teams have been sent out. One to New Mexico, one to Prescott AZ, one to Flagstaff AZ, and most recently a request to assist in Las Vegas, NM.
 - ii. Discussion and possible action re: AFG Grant update
 Discussion only.
 Chief Hunt did not have any updates on this grant.

iii. Discussion and possible action re: Firehouse Subs Grant update

Discussion only.

Chief Hunt did not have any updates on this grant other than it is still in progress.

b. Fire and EMS Report for the month of: **March 2022**

Chief Hunt reported that there were 18 Fire Calls and 84 EMS Calls for a total of 102 incidents for the month of March 2022. For 2022 YTD there were a total of 43 Fire Calls and 238 EMS Calls for a total of 281 total incidents.

Chief Hunt suggested that the Board consider a no burn order as we go into summer at our next regularly scheduled meeting.

Board Chairman Adriance suggested that the Board start budgeting improvement projects on the site for Fire Station #4 in anticipation of the need for the fire station due to the population growth in our area. Chief Hunt indicated that once the land is deeded to the Fire District from the BLM, the Fire District can pursue a possible "Community Development Block Grant (CDBG)" to fund the building of the fire station.

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

7. OLD BUSINESS: ACTION/DISCUSSION

Discussion and possible action re: Awarded RFC Grant – Interoperable Communications for Wildland Fire

Discussion only.

Chief Hunt provided the award documentation and indicated to the Board members that the RFC grant had been awarded to the Fire District. He requested that a resolution accepting the grant with the conditions of the Fire District providing a 50% match be presented for adoption at the next regularly scheduled Board meeting.

8. NEW BUSINESS: ACTION/DISCUSSION

a. Discussion and possible action re: H. Barlow for Request for Meal Reimbursement.

Board Member Reber made a motion to reimburse H. Barlow \$18.90 for meal reimbursement for an interfacility transfer. Board Chairman Adriance seconded the motion. Motion was passed to reimburse H. Barlow \$18.90 for meal reimbursement.

5-0-0

b. Discussion and possible action re: Purchase Ambulance during FY 2022-2023. Review Republic EVA-Medix Specialty Quote

Discussion Only

Chief Hunt indicated that Assistant Chief Ojeda was able to look at this ambulance and was very pleased with its quality and features. He agrees with Assistant Chief Ojeda that it would be the best of the 3 ambulance quotes that were considered and it is the lowest estimated cost by almost \$30,000. The Board members were provided a detailed copy of the quote with all of the options.

c. Discussion and possible action re: Resolution 2022-04 Authorize Purchase Type I Ambulance
Board Member Smith made a motion to adopt Resolution 2022-04 to authorize the purchase of a Type I Ambulance from Republic EVS in FY 2022-2023. Board Member Rutherford seconded the motion. Motion was passed to adopt Resolution 2022-04 to authorize the purchase of a Type I Ambulance from Republic EVS in FY 2022-2023.

5-0-0

d. Discussion and possible action re: Budget Process/Calendar and schedule May work session
Discussion only.

Finance/Payroll Clerk Nelson provided the Board members with the Budget Process/Calendar

document. The budget work session for the Board members in May will be scheduled on May 12, 2022 at 6:00 P.M. (Arizona time)

- e. Discussion and possible action re: Reminder on approaching deadlines for the election of 3 seats on the Fire Board.

Discussion only.

Administrative Assistant Sparks reminded the Board Members that at the May 19, 2022 Board meeting the Board members will consider the resolution to call to elections for the 3 Board member seats that will be up for election.

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 2022** (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/Payroll Clerk Nelson reported that we are 75% into the budget cycle and overall we are in good shape. 100% of the projected revenue has been received. Expenses are just over 74%. Board Member Smith made a motion to accept the status of the budget and the accounting of the financial statements. Board Member Rutherford 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.

- a. Update on some additional cost effective options for making suitable signs for a fundraiser project for the Fire District to assist personnel in finding addresses.
- b. Resolution no burn order
- c. Resolution accepting the RFC grant

11. NEXT REGULAR BOARD MEETING:

The next regular scheduled Board meeting is scheduled on **May 19, 2022 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:

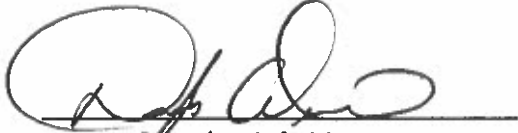
No comments from public

14. ADJOURNMENT:

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

5-0-0

Board Chairman Adriance adjourned the meeting at 6:44 pm on April 21, 2022.



Beaver Dam/Littlefield Fire District
Board Chairman

5/19/2022
Date

Ref:

SD Card #5

File: BDFDBR047