



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



Notice of a Regular meeting of the Beaver Dam/Littlefield Fire District Governing Board

Pursuant to A.R.S. §38-431.02 notice is hereby given to the members of the Beaver Dam/Littlefield Fire District and to the general public the Beaver Dam/Littlefield Fire District Governing Board will hold a regular scheduled meeting, open to the public on **February 16, 2023 at 6:00 pm (Arizona Time)** at the Beaver Dam Fire Station #1 located at 630 N. Hwy 91 in Beaver Dam, Arizona 86432. Board members and the public may attend either in person, by telephone conference call or other electronic means.

The governing board may vote to go into executive session on any agenda item, pursuant to A.R.S. §38-431.03(A)(1) Employees, (A)(2) records exempt by law, (A)(3) for legal advice with the District's Attorney on any matters as set forth in the agenda, (A)(4) and (A)(5). The following topics and any variables thereto will be subject to Board consideration, discussion, approval, or other action.

AGENDA FOR FEBRUARY 16, 2023

1. CALL TO ORDER

2. ROLL CALL OF BOARD MEMBERS/AFFIRMATION OF QUORUM:

Board Chairman: Douglas Adriance
Board Clerk: Thomas Oliver
Board Member: Marcia Littlejohn
Board Member: Dan Reber
Board Member: Kevin Smith
Administrative Assistant: Shan Sparks
Also present:

3. PLEDGE OF ALLEGIANCE: By invitation of Board Chairman

4. CALL TO THE PUBLIC FOR COMMENT AND NON-AGENDA ITEMS: *Consideration and discussion of comments and complaints from the public. Those wishing to address the Beaver Dam/Littlefield Fire District Board need not request permission in advance, however they should raise their hand to be recognized by the chair and state their name for matter of record. **The Fire District Board is not permitted to discuss or take action on any item raised in the call to the public, unless the item is specifically noticed for discussion or legal action. However, individual board members may be permitted to respond to criticism directed to them.** Otherwise, the board may direct that staff review the matter or that the matter be placed on a future agenda. The Fire District Board cannot discuss or take legal action on any issue raised during the Call to the Public that is not on the Agenda due to restriction of the Open*

Meeting Law. The Board has placed a 3 minute time limit for comments from each person permitted to speak.

5. CONSENT AGENDA

Discussion and possible action re: Minutes of **January 19, 2023**

6. REPORTS AND CORRESPONDENCE

- a. Fire Chief's Report:
 - i. Discussion and possible action re: AFG Grant update
 - ii. Discussion and possible action re: CDBG Grant update
- b. Fire and EMS Report for the month of: **January 2023**
- c. Board of Directors Report:
 - Discussion and possible action re:

7. OLD BUSINESS: DISCUSSION/ACTION

- a. Discussion and possible action re: Audited Financial Statement presentation from Hinton Burdick CPA's and Advisors for the FY ending June 30, 2022
- b. Discussion and possible action re: Resolution 2023-05 Accepting Audit Report
- c. Discussion and possible action re: Corrective action plan from audit report
- d. Discussion and possible action re: Employee Retention Credits
- e. Discussion and possible action re: AZDPS contract update

8. NEW BUSINESS: DISCUSSION/ACTION

- a. Discussion and possible action re: Reimburse J. Larkin for Training Meal for All Attendees
- b. Discussion and possible action re: Reimburse T. Oliver for Travel/Meals/Lodging to AFDA Conference
- c. Discussion and possible action re: Board Member Exp. & Reimbursement Policy
- d. Discussion and possible action re: Employee Travel & Per Diem Reimbursement Policy
- e. Discussion and possible action re: Charitable Contributions
- f. Discussion and possible action re: Fee Schedule for Vehicle Highway Response (pass to next month)
- g. Discussion and possible action re: Resolution 2023-01 Annexation Request Leo & Shirley Wilson
- h. Discussion and possible action re: Resolution 2023-02 Annexation Request John Matthew Thomas
- i. Discussion and possible action re: Resolution 2023-03 Annexation Request Jayson D. Pawlowski
- j. Discussion and possible action re: Resolution 2023-04 Annexation Request Olivia & Kurt Harmer
- k. Discussion and possible action re: HR Policy – Disciplinary Appeal

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: **January 2023**
 - i. Review Statement of 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. Citi-Costco Visa Card Statement (none received)
- ix. Invoices from WR Whittington's office (none received)

10. FUTURE AGENDA ITEMS:

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

11. NEXT REGULAR BOARD MEETING:

The next regularly scheduled board meeting is on **March 16, 2023 at 6:00 pm (Arizona Time)**. Any special meeting(s) will appear in the minutes, the website and posting areas.

12. CALENDAR OF EVENTS:

The calendar of events is on the board's tablets, the web site and also posted at Station # 1.

13. CALL TO PUBLIC FOR COMMENT AND NON-AGENDA ITEMS: (re-read paragraph in item #4 if needed)

14. ADJOURNMENT:

AGENDA prepared by: Shan Sparks
AGENDA posted by: Shan Sparks

DATE: February 14, 2023
DATE/TIME: February 14,
2023/1200

In compliance with the American with Disabilities Act (ADA), those with special needs may request reasonable accommodations through the Fire District by calling (928) 347-5114.