



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 FEBRUARY 27, 2024

1. CALL TO ORDER:

Board Chairman Adriance brought the special meeting to order at 6:00 p.m. on FEBRUARY 27, 2024.

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

| | | |
|---------------------------|-------------------|---------------|
| Board Chairman: | Doug Adriance | Present |
| Board Clerk: | Tom Oliver | Absent |
| Board Member: | Marcia Littlejohn | 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:

By invitation of Board Chairman – Board Member Littlejohn led the pledge.

4. CALL TO THE PUBLIC:

No comment from public

5. UNFINISHED BUSINESS: ACTION/DISCUSSION

- a. Discussion and possible action re: Audited Financial Statement presentation from Hinton Burdick CPA's and Advisors for the FY ending June 30, 2023

Discussion only.

Alex Brotherson representing Hinton Burdick CPA's and Advisors presented to the Board the highlights of the audited financial statement for the FY ending June 30, 2023. He stated that the annual audit for our organization is easy and enjoyable because it results in a clean opinion. He said if he were to give it a grade it would be an A+. The district had 12 percent growth overall, even with a decrease in revenue due to the minimal wildland fire activity last spring. He commended Financial Director Arnett and Finance/Payroll Clerk Nelson for their excellent work with the district's finances. Board Member Littlejohn commended them as well for their excellent work.

- b. Discussion and possible action re: Resolution 2024-02 Accepting Audit Report

Board Member Smith made a motion to accept Resolution 2024-02 accepting the audit report. Board Member Reber seconded the motion. Motion passed to accept Resolution 2024-02.

4-0-1

- c. Discussion and possible action re: Corrective action plan from audit report
Discussion only.

Finance Director Arnett reported to the Board that there was a finding in the audit regarding the segregation of duties. She has addressed this finding with the county Board of Supervisors indicating the possible actions the district can take with an organization our size.

- d. Discussion and possible action re: Resolution 2024-04 Authorizing the purchase and payment for a Type I Ambulance

Board Member Smith made a motion to accept Resolution 2024-04 authorizing the purchase and payment for a Type I Ambulance. Board Member Reber seconded the motion. Motion passed to accept Resolution 2024-04 authorizing the purchase and payment for a Type I Ambulance.

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6. ADJOURNMENT:

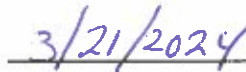
Board Member Reber made a motion to adjourn. Board Member Smith seconded the motion. Motion passed to adjourn.

4-0-1

Board Chairman Adriance adjourned the meeting at 7:27 p.m. on February 27, 2024.



Beaver Dam/Littlefield
Fire District – Chairman
Governing Board



Date