



Beaver Dam / Littlefield Fire District

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BEAVER DAM/LITTLEFIELD FIRE DISTRICT LOCAL BOARD OF THE PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM (PSPRS)

Thursday, March 7, 2024

MINUTES

1. CALL TO ORDER / ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM

Board Members Present:

Dan Reber, Chairman

Andres Ojeda

Ernesto Renteria

Michelle Borsh-Smith (pending Appointment)

Board Members Absent:

Susan Burch (Deceased)

Hope Barlow

Staff Present:

Michelle Arnett, Secretary

Legal Counsel Present:

None

Board Chairman Dan Reber called the meeting to order on Thursday, March 7, 2024, at 4:05 p.m. at the Beaver Dam Fire Station #1, 630 N Hwy 91, Beaver Dam, Arizona.

2. PLEDGE OF ALLEGIANCE

3. UNFINISHED BUSINESS: APPROVE MINUTES FROM SEPT. 14, 2023 REGULAR MEETING

Motion by Board Member Ojeda to accept the minutes from Sept. 14, 2023 regular meeting; second by Board Chairman Reber. MOTION PASSED 2 in favor, 0 Against, 2 Absent.

4. CALL TO THE PUBLIC

None

5. NEW BUSINESS

- A. Appoint One District Citizen to the Local Board. Local Board will recommend Citizen be appointed by the Beaver Dam/Littlefield Fire District Board ("Governing Board").

Board Member Susan Burch recently passed away. Her unexpired term ends September 2026. Vacancy announcements were posted on February 19, 2024 to the four (4) approved Posting Locations, the Beaver Dam/Littlefield Fire District Website and the Beaver Dam/Littlefield Fire District Facebook page. One District Citizen turned in an application. The PSPRS Local Board Members reviewed the application and asked the applicant to speak about herself and why she was interested in serving on this Board.

Motion by Board Member Ojeda to appoint the applicant, Michelle Borsh-Smith, to the PSPRS Local Board; second by Board Member Renteria. MOTION PASSED 3 in favor, 0 Against, 2 Absent.

It will be recommended to the Governing Board that Michelle Borsh-Smith be appointed to the Local Board. The Governing Board meeting will be held Thursday, March 21, 2024 at 6:00 p.m. at the Beaver Dam/Littlefield Fire Station 1. Michelle Borsh-Smith was asked to attend that meeting so her appointment could be ratified to the remaining 4 year term, through Sept. 2026.

- B. Review and Discuss: Arizona PSPRS–Beaver Dam/Littlefield Fire District Actuarial Valuation as of 6/30/2023.

Board Members were provided the Actuarial report prior to the meeting. Board Secretary Michelle Arnett explained how the report was prepared. An explanation of some of the terminology and how to read the data was provided.

Motion Board Member Ojeda to accept the Actuarial Valuation and recommend it be accepted by the Fire District Board at their next board meeting; second by Board Chairman Reber. MOTION PASSED 4 in favor, 0 Against, 1 Absent.

- C. Discussion and possible action re: Beaver Dam/Littlefield Fire District PSPRS Funding Policy.

Board Secretary Michelle Arnett explained that data from the Actuarial Report was used in the Funding Policy. The funding ratio goal and additional annual contributions were discussed.

Motion by Board Member Ojeda to approve the PSPRS Funding Policy after increasing the additional annual contribution from \$25,000 to \$35,000, and recommend it be adopted by the Fire District Board at their next board meeting; second by Board Chairman Reber. MOTION PASSED 4 in favor, 0 Against, 1 Absent.

- D. Discussion and possible action re: PSPRS-Model Uniform Rules of Local Board Procedure.

Board Members were provided the PSPRS-Model Uniform Rules of Local Board Procedure prior to the meeting. The purpose and need for the procedures was discussed.

Motion by Board Member Ojeda to adopt the PSPRS-Model Uniform Rules of Local Board Procedure; second by Board Chairman Reber. MOTION PASSED 4 in favor, 0 Against, 1 Absent.

6. **FUTURE AGENDA ITEMS:**

Two Local PSPRS Board Members' terms end Sep 2024: Board Member Andre Ojeda, elected from the membership; and Board Member Hope Barlow, appointed position. Board Secretary Michelle Arnett will post vacancies with enough advance notice to allow citizens to apply for the appointed position.

7. **NEXT REGULAR BOARD MEETING:**

The next regular Local Board Meeting will be held September 12, 2024 at 4:00 P.M. as required by Arizona Revised Statutes, or earlier, as needed.

8. **ADJOURNMENT**

Motion by Board Member Renteria to adjourn the meeting; second by Board Member Ojeda. MOTION PASSED 4 in favor, 0 Against, 1 Absent.

The meeting adjourned at 4:45 p.m.

THIS IS A WORKING DRAFT ONLY AND IS NOT APPROVED UNTIL SIGNED

Dan Reber, Board Chairman
Beaver Dam/Littlefield Fire District
Local Board of the PSPRS

Date

Michelle Arnett, Secretary
Beaver Dam/Littlefield Fire District
Local Board of the PSPRS

Date