

ROCKVILLE/SPRINGDALE FIRE PROTECTION DISTRICT

PO Box 159

Springdale, UT 84767

July 25, 2018

Roll Call and Call to Order-Chairman Aton called the meeting to order at 6:30 pm

The following members of the Rockville Springdale Fire Protection District were present. Chuck Passek, Randy Aton, Jeff Carlson, Dan McGuire and Robert Ford excused. Chief Tom Kuhlman, D.C. Gildea and Rita Bice minutes.

Pledge of Allegiance Chairman Aton

Approval of Agenda -Jeff Carlson made a motion to approve the agenda as presented with the removal of A.4., Dan McGuire seconded, and a roll call vote indicated all those present in favor.

Public Comment - none

A. Action Items – Administrative

1. Christmas Tree lights on tree at fire station. The request was made to hang Christmas lights in the pine in front of the station and under the eaves of the station. Was also asked if those stationed at 91 would be able to participate in the Springdale Christmas Parade. Chief Kuhlmann said he had no problem with either of the request.
2. New Fire Truck-CIB versus outright purchase. Chief Kuhlmann reported that if using the CIB grant that had to use both portions the Grant and Loan. Chief will move forward with obtained permission from Washington County Municipal Authority.
3. Surplus policy for old fire equipment. Discussed attached Surplus Property proposal. Concern was expressed regarding disposal of equipment that might be needed later. All surplus equipment would come before board. Topic brought up of policy regarding donation of items. Chief stated State code of all assets going to the New District. Jeff Carlson made the motion to accept the proposed Surplus Property guidelines with the removal of "Public Safety" from line 3 and the elimination of line 4, 2nd by Dan McGuire, roll call vote indicated all those present in favor.

B. Discussion/Information/Non-action Items

1. Fire Chief's Report-Fire and EMS
 - a) Report on fire and ambulance activity – 19 calls (3 ZNP) 4 transport calls are lower than last month and no walk-ups. Still working on Emergency Phones at all stations.
 - b) Other department activities: Bills came in from March, 2018 not paid EMS supplies. No longer receive supplies not ordered, supplies absorbed. Worker's comp audit \$983.45, RSFD audit \$7500 these bills were paid, everything else covered under contractual.
 - c) CIB grant, \$476,480 went up to %590,030 for the new engine, should be able to be delivered in about 45 days for a demo. It will cost about \$45,000 to outfit the Engine. Thinks will be able to scavenger some equipment from surplus engines. There is a demo engine sitting in Chicago, the other demo in Oregon. This apparatus only available until sold. Chief said he would put some earnest money to proceed. Board agrees with recommendation, to proceed with Board recommendations to the County.
 - d) Draft budget for 2019 does the Board have any requests to be included. Needs to be worked on in September. \$825,000 projected revenue for Standby fees. Board share expenditures that he might not be aware of. Identifying money to bank away for future expenses. Discussion of regarding, HVF, RSFPD and County in what direction the County is heading. Depreciation discussion.
 - e) Ambulance Accounts Receivable report -JCI \$1,774.31 Standby Fees \$7,766.35, MedUSA \$12,907.85 billed \$453.00 received.
 - f) May 2018, Financial Statements (June) talk to Auditor. Severance pay included under P/R. Thought down payment for an engine was included in budget.
 - g) Inventory of existing equipment
2. Chairman's Report. Tad Hafen sent account receivable for Standby fees. Randy, received 3 calls regarding their invoices. Quarterly billing are sent out, 1st & 2nd Quarter sent out by Meghan, third quarter sent out by Rita. Third quarter billings went out the first of July. How would the Board like to

handle write-offs of late fees. Doggy Dude, Holmstead, and Fotheringham contacted the board about late fees. Illness has affected owner of Doggy Dude. Policy should be established, so consistent in how dealing with each request. Limitation \$10 late fee and 10% late fee is what is charged for non-payment are the only thing that can be relieved if paid before the next billing. Reminder that can't waive fees, only interest and late fee. Requests for waiving of fees, 2 board members still need a policy for basic decisions-when/if standby fees go away, property taxes are not going away. Chuck Passek and Jeff Carlson are the two committee members to address billing write-offs. Will provide results in writing to Rita.

Dan McQuire left at 7:04

Surplus property Inventory- Audit report made statement, asset list old, need a current asset list before starting to surplus. Chief., If ok with the on-duty crews could do inventory. What level do you want asset list, HVFD uses \$5,000. Ok if replace carpet and paint station? Vent outside for cooking area.

C. **Consent Agenda**

Jeff Carlson motion to approve Consent Agenda, Chuck Passek second, roll call vote indicated all those present in favor

D. **General Board Discussion**

General Discussion: Elections for board positions discussion. County attorney says there has to be a five member board. Report on how well HVFD managing is going well.

ADJOURN: Chuck Passek made a motion to adjourn. Jeff Carlson seconded, a roll call vote indicated all those present in favor.

Meeting adjourned at 7:27 pm