

ROCKVILLE/SPRINGDALE FIRE PROTECTION DISTRICT
P.O. Box 159
Springdale, UT 84767
February 19, 2014
Firehouse

1. **CALL TO ORDER AND ROLL CALL** – Chair Bob Orton called the meeting to order at 6:30 p.m. with the following members of the Rockville/Springdale Fire Protection District Board present: Michael Plyler and Barry Rhodes. Also present was Chief Joe Barker. Elaine Harris recording.
2. **APPROVAL OF AGENDA** – Michael Plyler moved the agenda be approved. Barry Rhodes seconded the motion and a roll call vote indicated all those present voted in favor of the motion.
3. **ACTION ON A RESOLUTION TO APPOINT AN ELECTED TERM POSITION, ADMINISTER OATH OF OFFICE** – There was one application received from John P. Callahan, a resident of Springdale. Michael Plyler moved to approve Resolution No. 14-0219-1, appointing John P. Callahan. Barry Rhodes seconded the motion and a roll call vote indicated all those present voted in favor of the motion. Mr. Callahan was not present and the Oath of Office will be administered at a later date.
4. **PUBLIC COMMENT AND QUESTIONS** – Springdale resident Scott Taylor understood the Board was considering an increase in the Standby Fee for fire and ambulance services. He is not opposed to an increase, but requested the Board consider other than an annual payment; possibly monthly. The Board informed Mr. Taylor that they were taking that suggestion under consideration.
5. **ELECTION OF A CHAIR AND VICE-CHAIR FOR THE YEAR 2014** – There still isn't a full board as we don't have an appointed representative from Rockville; this item will be postponed until there is a full board.
6. **ACTION ON A RESOLUTION TO APPROVE A MUTUAL AID AGREEMENT BETWEEN ROCKVILLE/SPRINGDALE FIRE PROTECTION DISTRICT, UT AND ZION NATIONAL PARK, AND AUTHORIZE CHIEF BARKER TO SIGN SAME** – Cindy Purcell, Chief Ranger for Zion National Park, gave an explanation of the radios that are assigned to the District, the ones assigned to the Park, and the interaction that exists between them. Our original Memorandum of Understanding with Zion National Park was a verbal agreement relative to the ownership and assignment of radios. That setup gave neither entity the opportunity to talk to each other during a mutual aid incident. The agency that we pay for the operation of the radios, Utah Communications Agency Network (UCAN), will not invoice the Park at this point, but Ms. Purcell is pursuing a solution to that.

The purpose of this new agreement is to formally adopt the current verbal agreement and add an additional number of radios. There is a chart within the agreement that outlines the radios and their coverage under our agreement with UCAN. Because the District is volunteer, UCAN's charge to the District is significantly less than it would be if the Park paid the charges. The Park would like to pay for the radios through an agreement with the District. The Park would reimburse the District for their portion, probably on a quarterly basis.

The additional radios will enable communication between the Park and the District for mutual aid purposes.

Barry Rhodes moved to approve Resolution No. 14-0219-2 for a mutual aid agreement between the District and Zion National Park and authorize Chief Barker to sign the agreement. Michael Plyler seconded the motion and a roll call vote indicated all those present voted in favor of the motion.

7. **APPROVAL OF LETTER OF ENGAGEMENT FOR SAVAGE ESPLIN & RADMALL FOR THE 2013 AUDIT OF THE DISTRICT** – Clerk Harris explained the difference between the proposed cost and what was budgeted. The District opted to have on-call firefighters after we had received a proposed cost during early budget preparation. Michael Plyler moved to approve the Engagement Letter for a cost of \$7,200 for the 2013 audit. Barry Rhodes seconded the motion and a roll call vote indicated all those present voted in favor of the motion.

8. **FIRE CHIEF'S REPORT – FIRE SERVICE**

- a. Report on fire activity since the last Board meeting – Chief Barker reported that since the Board's last meeting, there had been one call that was a residential smoke alarm.
- b. Consideration and possible approval of applicants for the Fire service – There were no new applicants.
- c. Training update – Since the last meeting, some problems have surfaced with the Firefighter I and II certification training. There was a mixup with Chuck Tandy and the Utah Fire Rescue Academy in arranging for both facilities and training personnel. It has been decided to defer completion of this training until October and concentrate on training for the upcoming wildfire season. The firefighters will have their skill worksheets from the Firefighter I-II training that they can be utilizing during this time.

Michael Plyler raised the concern that these firefighters have had this training and could conceivably take it to employment with another department. Are our current firefighters committed to staying with the District through October and then beyond to complete the training? Chief Barker said they are. Their motivation is they are not allowed to do any on-call shifts until they have certification. Chief Barker confirmed that we presently have six fire personnel that have the certification to serve on-call shifts.

- d. New business to include requests for budgeted expenditures – Chief Barker outlined the need for a commercial, front loading washer to keep the firefighter gear clean and in compliance with certification requirements for the department. Fires create toxins, etc. that need to be removed from the clothing.

It would be beneficial to have a dryer for the regular laundry created at the firehouse. Fire gear needs to be air-dried. Chair Orton will obtain some prices to be presented at the next meeting.

9. **FIRE MARSHAL'S REPORT** – Since a portion of the Fire Marshal's responsibilities is fire prevention, the District had the privilege of presenting a presentation on family and fire escape plans/smoke alarms at the Springdale Elementary. The students had the opportunity to sit in the fire truck and received candy and books.

Some of the other departments in Washington County have their firefighters to the business inspections; which is currently the responsibility of the Fire Marshal for the District.

This gives the firefighters the opportunity to gain knowledge regarding the layouts and hazards associated with the businesses and also adds more inspectors that enables the inspections to be done in a timely manner. Chief Barker felt this would be beneficial to the District, the businesses and the firefighters. Pre-fire plans makes this job safer and that would be a portion of this process. This would be done under the Fire Marshal's supervision. The Board concurred this was a good thing to pursue.

10. FIRE CHIEF'S REPORT – AMBULANCE SERVICE

- a. Report on EMS activity since the last board meeting – Chief Barker reported there was one call that was a refusal.
- b. Consideration and possible approval of applicants for the EMS service – There were no new applicants.
- c. Training update – There have been two trainings since the last meeting.

For the training to take place at the end of the month, Mercy Air was scheduled to be here. A request was made to the Town of Springdale for the helicopter to land within the town limits. At their last meeting, the Council discussed their ordinance regarding the landing of aircraft. It is allowed for emergency purposes. The Council felt they would prefer pursuing to change/amend their ordinance to be more specific in allowing for a number of times during a specific period of time for the landing of a helicopter for training purposes.

The District still has the availability of the Park facilities including their facility at the west end of Rockville for landing the helicopter.

- d. New business to include requests for budgeted expenditures – There was no new business or requests for budgeted expenditures.

9. STANDBY FEE BILLING REPORT TO INCLUDE UPDATE AND POSSIBLE ACTION ON DELINQUENT ACCOUNTS

– As of the end of January, there was \$5,443.05 which was 120 days past due, a decrease of \$1,933.79.

In answer to a question by Adrian Player regarding such a large balance, Clerk Harris explained that for many years the only options by Utah Code for collections was either Small Claims Court or to file a lien on the property. Recently, we have been able to attach delinquent amounts as a lien on the property owner's property tax balance. That process has resulted in recent collection of over \$10,000.

Adrian asked if the delinquent accounts are people that just can't pay. The clerk responded that it was people who just don't pay; the same ones every year. Many are people who have property but don't live here, people that, for whatever reason, just don't pay; and people who own property in either community that is undevelopable and they don't want to pay for that reason.

10. CLERK'S REPORT

- a. Account balances – There were no questions.
- b. Ambulance accounts receivable report to include action on any requests for an adjustment in charges – As of the end of January, the accounts receivable was \$55,570.89, a decrease of \$11,132.76.

Lengthy discussion took place about the possibility of getting the patient's credit card authorization at the time of service. This will be a topic for further discussion.

- c. Approval of expenditures for January 2014 – Michael Plyler moved the expenditures for the month of January be approved. Barry Rhodes seconded the motion and a roll call vote indicated all those present voted in favor of the motion.

11. APPROVAL OF THE MINUTES OF THE JANUARY 22, 2014 REGULAR MEETING – Barry Rhodes moved the minutes for the January 22, 2014 regular meeting be approved. Michael Plyler seconded the motion and a roll call vote indicated all those present voted in favor of the motion.

12. GENERAL BOARD DISCUSSION – Adrian Player felt a logical approach to the large accounts receivable balance on the ambulance would be to write it off. A credit card swipe would be a good idea.

If a position becomes vacant on the Board, Adrian Player offered to fill that vacancy if he qualifies.

Adrian referenced a spreadsheet that had been created by Springdale Town Manager Rick Wixom with input from Adrian and Michael Plyler relevant to the standby fee. The spreadsheet offers multiple options for determining an increase. Adrian encouraged the Board to inform the public as soon as possible about the Board's intent to do an increase. Adrian has spoken with quite a few citizens in Springdale and no one has said they would not support a standby fee that makes sense and is reasonable.

Chair Orton reported that he, Clerk Harris and Chief Barker met with Chief Tom Kuhlman of the Hurricane Fire District and their Board Chair Bruce Densley. Whenever our district proposes an increase in the standby fee, the question comes up regarding Hurricane taking over the service and what that would cost. This meeting was to discuss that option.

Tom stated they could take over our service for the budget we have for 2014, which would include the increase in the standby fee. Tom also stated they would provide two, cross-trained personnel (fire and EMS) to be on call at the firehouse. The justification for only two was that we don't have enough call volume to justify four personnel.

Chair Orton asked the Board if they wanted to pursue this option any further under those circumstances. Discussion took place on the following:

- This option would work in Hurricane because they have additional volunteers available within a short distance. If there are only two in Springdale, the time for assistance to arrive would be ½ - ¾ hour.

- If the two that are on call respond to a fire or EMS and both services are required, we have to wait for assistance. Or, if the ambulance is gone and there is a fire, we have to wait for assistance. Personnel cannot be in a position where they have to choose which role they are going to play; which is more important. If it was a major incident, both services would most likely be needed at the same time.
- Four personnel need to be on call (two fire and two EMS) at all times.
- If Hurricane can do it under our current budget, they will be saving \$100,000/yr. plus there would be the elimination of at least our Chief's salary, Captain's salary, and the clerk's wages which adds up to approximately \$135,000. If they plan on utilizing our total budget for income purposes, what happens to those revenues if there are no expenditures? They haven't proposed to decrease the revenues. Chief Barker suggested it would most likely go into their general fund for utilization as seen fit for their district.
- Hurricane has people on call at multiple stations and can glean from a larger pool, if necessary. All their personnel are cross-trained. We don't have the volunteer pool available locally to fill in. Mr. Kuhlman felt, with our low call volume, more than two on call was not necessary.
- In Springdale, with the addition of the new, large motels, and anything that may be developed in the future, the probability of a fire event is increasing, not decreasing.
- Many years ago, there were many volunteers from within the communities; this is not the case anymore.
- All of these issues need to be pointed out to the public.

Tom Kuhlman would like to put together some figures in preparation for a presentation. The Board was in agreement that they do not want to pursue having Mr. Kuhlman prepare a presentation. Chair Orton requested Chief Barker request a letter from Chair Kuhlman stating what their initial proposal is, including what he would be providing for the revenues.

13. **IDENTIFICATION OF ISSUES FOR FUTURE AGENDAS** – Possible use of a credit card at the time of ambulance service. The public hearing needs to be held as soon as possible.

Discussion took place regarding the various options for determining a new standby fee schedule and the spreadsheets that have been created. It would be beneficial to have a work meeting to determine just what formula we are going to use. It would also be beneficial to distribute a written explanation of the issues and have an informational meeting prior to the public hearing. All the meetings need to be well advertised.

Discussion took place regarding the Town of Springdale doing the standby fee billing for the District with their monthly utility billing. Chair Orton requested Adrian Player submit what the District would need to pay in order for that to be done.

There will be a public informational meeting on Wednesday, March 19 and a public hearing on Wednesday, March 26 as a part of the Board's regular monthly meeting. There will be a work meeting on Tuesday, February 25 attended by Chief Barker, Chair Orton, Michael Plyler and the Clerk where the spreadsheets will be reviewed and a process for determining the increase discussed.

14. **ADJOURN** – Michael Plyler moved the meeting be adjourned. Barry Rhodes seconded the motion. A roll call vote indicated all those present voted in favor of the motion.

Meeting adjourned at 8:20 p.m.

Minutes typed by:

Elaine M. Harris
District Clerk

APPROVED:

Robert W. Orton
Robert W. Orton, Chairman