

## ROCKVILLE/SPRINGDALE FIRE PROTECTION DISTRICT

P.O. Box 159

Springdale, UT 84767

March 26, 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. John Callahan was excused. Also present was Chief Joe Barker. Elaine Harris recording.
2. **APPROVAL OF AGENDA** – Barry Rhodes moved the agenda be approved. Michael Plyler seconded the motion and a roll call vote indicated all those present voted in favor of the motion.
3. **PUBLIC COMMENT AND QUESTIONS** – There were no comments or questions from the public.
4. **DISCUSSION AND ACTION ON APPOINTMENTS FOR INTERIM CHIEF AND ASSISTANT CHIEF** – The District's current Chief and Fire Marshal, Joe Barker, will be leaving us on March 31. Chief Barker introduced Steve Christian and Tyler Ames. It is proposed that Steve fill the interim Chief position. Steve has worked for the District for a few years and is currently a Captain with Hurricane City Fire Department. He has the qualifications and knowledge to keep the department moving in its current direction. It is proposed that Tyler fill the interim Assistance Chief position. Tyler has also worked for us and currently works for the City of Hurricane. Chief Barker feels they will work well together as it appears they have the same opinions, views, and values as the District. Therefore, Chief Barker recommends Steve and Tyler for the respective positions.

Chair Orton stated these two individuals have agreed to work for the same amount and share what the budget allows at this time. They will be sharing the responsibilities of the position. They will also be sharing the responsibilities of the Fire Marshal, except for plan reviews. The Fire Marshal salary will also be split between the two.

Steve Christian stated that during the month of April there will be some tight scheduling due to the fact that they both were scheduled with their other employment. One of them will try to be in the District during the day and weekends as much as possible. Beginning with May, Steve will be a lot more available and one of them should be here a majority of the time.

Michael Plyler moved that the interim positions of Chief and Assistant Chief be filled by Steve Christian and Tyler Ames as presented. Barry Rhodes seconded the motion and a roll call vote indicated all those present voted in favor of the motion.

Steve approached the Board and wanted to make it clear that he and Tyler both work for Hurricane City, but there is absolutely no intent for the District to become like Hurricane's department. The plan is for the District to go forward in the same direction it has been going under the direction of Chiefs Ballard and Barker.

5. **DISCUSSION AND ACTION ON A CONTRACT WITH TODD HOHBEIN TO DO FIRE MARSHAL SERVICES FOR THE DISTRICT** – Chair Orton explained the proposed contract with Todd Hohbein is to do plan reviews for Rockville and Springdale. He will not be doing inspections; that will be the responsibility of the Chief and Assistant Chief. He will be on a contract basis and will bill the District per his schedule of fees and the District will then bill the towns plus an administrative fee. In response to a question from Michael Plyler, Chief Barker stated it is

currently \$55/hr. for the towns to have a plan review. Todd's fee for review of a 0-10,000 square foot structure is \$50. A commercial building may be larger than 10,000 sq. ft., in which case the graduating charges would apply.

Todd currently contracts with Hurricane and LaVerkin cities for the same services. We will research what their process is and develop a contract specific to the District. We will need him to furnish all his certifications.

Barry Rhodes moved the District contract with Todd Hohbein for the plan reviews. Michael Plyler seconded the motion and a roll call vote indicated all those present voted in favor of the motion.

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

- a. Report on fire activity since the last Board meeting – Chief Barker reported there were no fire calls during the last month. There were two medical assists.
- b. Consideration and possible approval of applicants for the Fire service – There were no new applicants.
- c. Training update – For the future, training will still be on Tuesday.
- d. New business to include requests for budgeted expenditures – Chief Barker reported that we have an opportunity to apply for the Federal/State Forest Service Grant, which is a 50% matching grant with a cap of \$15,000. One of the things the District has struggled with purchasing in the past because of cost, is fire shelters. Our current shelters are older and the deadline to become compliant with the 2011 upgrades was January 2012. The shelters are approximately \$500/ea. For 12, the cost would be \$6,000 and our share would be \$3,000. The deadline for application is April 18.

Chief Barker recommended this purchase to be from the fire equipment budget. Not being compliant with our shelters could potentially create a liability if there was an incident where our current ones were utilized and were not sufficient.

After discussion to ensure there were funds available and the need for protection for the firefighters during a wildland fire situation, Michael Plyler moved the District complete the grant application and apply for the match for 12 fire shelters. Barry Rhodes seconded the motion and a roll call vote indicated all those present voted in favor of the motion.

7. **FIRE MARSHAL'S REPORT** – Marshal Barker reported that all the current applications for development in both towns are on schedule and if there are any inspections that are outstanding, he will take Steve with him for a review and status update.

8. **FIRE CHIEF'S REPORT – AMBULANCE SERVICE** – Report was given by EMS Captain Wood.

- a. Report on EMS activity since the last board meeting – Captain Wood reported there were seven call outs, five of which were transports.

- b. Consideration and possible approval of applicants for the EMS service – There were no new applicants.
- c. Training update – Training this month consisted of crime scene evidence preservation with assistance from one of the local detectives and next week will be a review of some new equipment purchased with this year's EMS grant.
- d. New business to include requests for budgeted expenditures – There was no new business or requests for budgeted expenditures.

9. **CHAIRMAN'S REPORT** – Chair Orton was asked to investigate the purchase of a commercial washing machine for the firehouse. He was able to locate a used one at a cost of \$3,000 and this item will be reconsidered and a location determined when the purchase can be made.

The District Board has been split up for working on specific issues. Barry Rhodes and Michael Plyler are working on the restructure of the Standby Fee Schedule and Chair Orton and John Callahan are working on the 2015 budget.

10. **STANDBY FEE BILLING REPORT TO INCLUDE UPDATE AND POSSIBLE ACTION ON DELINQUENT ACCOUNTS** – As of the end of February, there was \$5,267.29 which was 120 days past due, a decrease of \$196.98.

11. **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 February, the accounts receivable was \$37,775.86, a decrease of \$17,795.03.

A request for a write-off consideration of the balance due on an ambulance transport due to hardship was discussed. It was decided that of the \$690.40 that was asked to be considered, \$390.40 will be written off due to hardship, but the \$300.00 was denied by her insurance as it is her deductible. She is to pay the \$300 in monthly payments of \$50 and if the payments become delinquent, the balance of the \$300 due at that time will be due in full.

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

12. **APPROVAL OF THE MINUTES OF THE FEBRUARY 19, 2014 REGULAR MEETING** – Barry Rhodes moved the minutes for the February 19, 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.

13. **GENERAL BOARD DISCUSSION** – The Clerk reported that the Board appointed John Callahan at their last meeting and he did present himself to the Clerk on February 27, 2014 and was administered the Oath of Office.

Barry thanked Joe for his service and that was echoed by Bob and Michael. Chair Orton also thanked him for working with Steve Christian and Tyler Ames to provide interim services.

14. **IDENTIFICATION OF ISSUES FOR FUTURE AGENDAS** – Continue working on the Standby Fee increase and the 2015 budget.
15. **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 7:10 p.m.

Minutes typed by:

Elaine M. Harris  
District Clerk

APPROVED:

Robert W. Orton  
Robert W. Orton, Chairman