

ROCKVILLE/SPRINGDALE FIRE PROTECTION DISTRICT

P.O. Box 159

Springdale, UT 84767

May 28, 2014

Rockville Community Center

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, John Callahan, Luci Francis and Barry Rhodes. Also present was Chief Steve Christian and EMS Captain Vince Wood. Elaine Harris recording.
2. **APPROVAL OF AGENDA** – Michael Plyler moved the agenda be approved. John Callahan seconded the motion and a roll call vote indicated all those present voted in favor of the motion.
3. **ELECTION OF A CHAIR AND VICE-CHAIR** – Bob Orton nominated Barry Rhodes for Chair and Barry declined. John Callahan suggested leaving the positions as the presently are. Barry declined to serve as Vice-Chair indicating the need for other members of the Board to become more familiar with the responsibilities as he and Bob's terms will be up December 2015.

Luci Francis moved Bob Orton will remain Chair until December 31, 2014 and Michael Plyler will serve as Vice-Chair, also until the end of this year. John Callahan seconded the motion and a roll call vote indicated all those present voted in favor of the motion.

4. **PUBLIC COMMENT AND QUESTIONS** – Barbara Farnsworth stated she has lived in and been an active member of the Rockville/Springdale community for ten years. She was concerned that the Fire District feels that local residents appear to be resisting a potential increase in the annual fire protection fees. Barbara gave a history of the increase in her fees over the years and felt that her fee was small. She has not spoken with anyone that thinks the fee is outrageous.

Years ago, there wasn't the concern about wages, we were a community of volunteers and there was a sense of protecting that community. It is still important to have protection and the public is just confused about what is taking place and is becoming discouraged as there doesn't seem to be any information available. Barbara felt the needs of the Fire District, as it relates to our communities, not the needs of other fire services, needs to be addressed in the Board's discussions.

Adrian Player stated he was present representing the Town of Springdale Town Council. He wanted to go on record as saying that the Board needs to increase the Standby Fee; there is total justification in doing so. There is a need for it and if people came to our meetings and understood the need for having personnel available 24/7 (which is why there is the need for an increase), they would have to make a decision whether or not they wanted ambulance and fire service from here where the response is quick or Hurricane, where it will be a longer response time.

Adrain Player stated for the record that the Board needs to increase the Standby Fee whether or not the people like it – they need to decide if they want to pay the Standby Fee for the service here or wait 25-30 minutes for response.

5. **UPDATE ON THE CONTRACT WITH ZION NATIONAL PARK RELATIVE TO THE PORTION OF UTAH COMMUNICATION AGENCY NETWORK (UCAN) INVOICES FOR PARK RADIOS** – Clerk Harris reported she has communicated with Cindy Purcell from Zion Park and the billing to the Park for the portion of radio service that is relative to their radios will be billed to them quarterly with payment being made in the form of a charge card. The invoice to the Park will include the cost to the District for processing the payment through a credit card. We may have to change our contract with the Park as the original indicated a different payment process.

6. FURTHER DISCUSSION AND ACTION RELATIVE TO UTILIZING THE ROCKVILLE COMMUNITY CENTER OR THE SPRINGDALE OFFICES FOR DISTRICT MEETINGS

Chair Orton spoke with Liz Totten from the Town of Springdale and learned that we can use the Springdale Town Offices. We would have to pick up the key the day of the meeting and return it. That would require additional time. There probably would not be a conflict with the use of the room, but if there was, we would be moved to the Community Center. Personally, Chair Orton felt we should be in Rockville at this time. The cost would not be that much different by the time the additional time required for picking up, locking up, setting up, etc. was figured. The other issue is the recording system. The one they use wouldn't be compatible with what we have and it would be difficult to set ours up to work in the configuration of the room.

After our last meeting, Luci received a note from a citizen of Springdale indicating they would not charge the District for use of the meeting room to hold our meetings. They questioned why the District would spend \$300 to do Rockville a favor.

Luci likes the Rockville facility; she lives in Rockville and could walk to the meetings. She felt with so much scrutiny on our budget right now and the effort to save, Springdale would be the best place. She offered to do all the extra time and work it would entail to meet in Springdale.

Chair Orton clarified we are not doing Rockville a favor; actually he wasn't sure \$25/mo. for unlimited use was enough to cover the overall heating/cooling expense. Rockville is a part of the District.

John asked where the conflict was most likely to occur, Rockville or Springdale. In terms of scheduling, Michael felt it was Springdale. Clerk Harris felt the recording was going to be the most difficult situation to mitigate with the large configuration of their council seating. She is obligated somewhere else during their business hours, so someone would have to pick up the key.

Barry Rhodes stated that last month the Board had a motion, a second, and every member in attendance voted to have the meetings in Rockville. Why are we reconsidering our decision?

Luci stated she thought about her vote afterwards when she received the note and felt it should be reconsidered.

Chair Orton asked if there were any members of the Board who desired to change their vote. Luci responded she would like to change her vote. John was indifferent and felt whatever was advantageous to the Board was where he would be. Luci felt if it was impossible to record efficiently, then there is no decision. She would like to change her vote if there were things that could be figured out.

John Callahan moved we retain the Community Center in Rockville as our meeting place. Barry Rhodes seconded the motion and a roll call vote indicated all those present voted in favor excepting Luci Francis, who voted no.

During the process of taking a vote on this item, Adrian Player had not been recognized to speak prior to the vote and he stated his objection. He requested to go on record stating there was no reason for him to be here.

7. FIRE CHIEF'S REPORT – FIRE SERVICE

- a. Discussion and approval of RSFPD Open Burning Policy – Chief Christian referenced the policy which had been provided to the Board. This policy is basically what all fire departments enforce. It contained a lot of legal references and would be shortened for posting purposes with only the important information for the residents. He recommended following a written policy for burning. An unauthorized burn can result in the offender being fined as well as the Chief and the District for not enforcing burning restrictions/regulations.

Chief Christian reviewed the points of the policy. Permits can be obtained on line and Chief Christian is available to assist with that process for applicants.

We have no jurisdiction over BLM lands, but it would be beneficial to at least post “No Campfires” signs, as Chief Ballard had done in the past.

The District has the ability to shorten any Federal, State or County date requirements, but we cannot lengthen them.

Michael Plyler moved to adopt the Open Burn Policy updated as of May 30, 2014 as presented by Chief Christian. Luci Francis seconded the motion and a roll call voted indicated all those present voted in favor of the motion.

- b. Report on fire activity since the last Board meeting – Chief Christian reported since the last meeting, there have been two fire calls – one was a controlled burn south of Rockville near the river that flared up after it was thought to be out; the other was an incident on Grafton Road in Rockville where a power pole had been pulled down on a truck.
- c. Consideration and possible approval of applicants for the Fire service – The Chief presented Louis (the Chief was unsure of his last name) from Toquerville who was recommended by another of our firefighters, Tom Green. He is certified FFI and II and he is available during the week. Berkeley Christian was also presented. Berkeley is Chief Christian's son. He will be new to training but would be able to assist with wildland. The Chief would prefer to have personnel from Rockville and Springdale, but there just aren't any applicants and he is getting concerned with wildland fire season coming up.

Approval indicates they are members of the department after an approved application and must attend training, but they will not be doing on-call shifts until they have had sufficient training.

Michael Plyler moved the two applicants presented by Chief Christian be approved for the fire department. Barry Rhodes seconded the motion and a roll call vote indicated all those present voted in favor of the motion.

- d. Training update – Combined Wildland Training with the Park has begun. There is regular training with the Park once a month. Some structural fire training took place the previous night geared specifically to getting the scene prepared (lay out and hook up hoses, etc.) so everything is ready when the rest of the crew comes on scene. The plan is also to train EMS personnel to at least be able to turn water on. The ambulance would be on standby at a structural fire.

- e. New business to include requests for budgeted expenditures – Chief Christian requested the ability to purchase two more sets of turnouts. He distributed quotes on the items he is requesting. He had actual gear for the Board to see and presented each at the time he indicated their function and cost.

Structure gear

- Turnout Coat - \$999 with a life of ten years
- Turnout Pants - \$765
- Helmet with Faceshield and Traklite - \$360
- Insulated boot with shinguard - \$199
- Gloves - \$64
- Hood - \$37

TOTAL - \$2,424 plus shipping

The Board has discussed rotating at least a couple of turnouts a year and last year we bought eight. We have two firefighters whose gear expired last month. They apparently weren't included in last year's budget, but they are needed. In this year's budget there was \$16,800 for fire turnout gear and we have spent \$3,319. There is \$13,481 left for this year. Two sets would be approximately \$5,000. Michael Plyler moved this expenditure be approved. John Callahan seconded the motion and a roll call vote indicated all those present voted in favor of the motion.

Michael Plyler referenced the inventory list that Chief Barker had started before he left and asked the Chief how hard it would be to complete that list. Springdale is going to want from Michael, as their representative, a pretty detailed list of the state of our gear. The Chief indicated that has been done. Michael suggested the Chief and someone from the Park do a presentation to the residents, particularly from locations like Anasazi and Canyon Springs, where there is an abundance of wildfire interface, to inform them of what they can do to help themselves as we approach the fire season. The Chief was receptive to that idea.

Wildland gear

- Wildland helmet - \$60
- Nomex shirt - \$120
- Nomex pants - \$220
- Boots - \$100

TOTAL - \$500

Each firefighter needs a set of each – structural and wildland. The Chief would like to order three sets and there is budgeted funds for them. John Callahan moved the Board authorize the Chief to purchase three sets of wildland gear. Michael Plyler seconded the motion and a roll call vote indicated all those present voted in favor of the motion.

The Chief brought up the need to upgrade some of our SCBA units and presented a quote as well as one to view. The quote is actually one for Zion National Park, but we utilize the same equipment so the prices would be applicable to us. Our airpacks have inspection dates and expiration dates. Parts have been discontinued so they have to be upgraded. A total to upgrade

one airpack could be up to \$1,975. We may not need every one of the upgrades indicated on the quote. Our airpacks will be inspected to see what each one needs. To replace an entire airpack would be approximately \$6,000; doing upgrades works and is more cost effective. Hopefully, the Chief will have all the information to present for next month.

Barry reminded the Board that he thought we had budgeted to do a rotation replacement for the SCBAs. The Chief reported we have presently have approximately 7 – 10.

The Chief requested to be able to purchase two more radios; they are between \$2,200 and \$2,800 new. He has located a source where they can be purchased used for approximately \$140, but he is unsure whether they are refurbished or just used. They are from another fire department that acquired them from the Highway Patrol. It would include the radio, battery and charger. They are already programmed to be compatible with Washington County. The used radios are available because the agency upgraded.

Presently, the Chief has only one spare radio and would like to have two more. We would be in trouble if something happened to any that we currently have. He will continue to research this possibility.

8. **FIRE MARSHAL'S REPORT** – During this month, 21 annual business inspections were done in Springdale. The plan is to have them all completed by July. In Rockville the Dias house is progressing; the Hartless home is completed and has had their final inspection for their sprinkler system. There is a new project beginning in Springdale.

The Chief thanked Chair Orton for having the generator at the station repaired; it was just in time for the recent power outage.

The Chief is looking for a used apartment-size oven/cooktop for the firehouse. Currently, there is only a small cooktop.

The current EMS cabinets in the bay that contain the supplies and medications are very inconvenient as there are three of them, back to back. It is proposed to replace them with one large cabinet to be built in that will have only one secure door. Two employees (Shane Lowery and Ned Farnsworth) feel a new cabinet can be constructed with labor from our own personnel. They feel it can be done for under \$500. Drug security issues were discussed.

Shane was interested in taking one of the cabinets in trade for work. Clerk Harris reminded them that for legal purposes, we would have to pay Shane and then he could buy the cabinet. They can possibly be sold.

During the upcoming budget considerations, the Chief asked if the Board would consider the increases be \$10/hr. for Paramedics and \$8 for EMTs. It doesn't seem fair to pay an EMT the same as a Paramedic. With that request, they would propose eliminating the additional pay for taking a call to the hospital or for a response with no transport.

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

- a. Report on EMS activity since the last board meeting – Captain Wood reported there were 20 call outs this month, 14 of which were transports; six were cancelled or refused. Approximately ten of the transports were tourists.
- b. Consideration and possible approval of applicants for the EMS service – Captain Wood presented applications for three potential employees – Ryan Carter (Paramedic), Robert Skinner (EMT-A), and Matthew Visher (Paramedic, currently working for Iron County and recently came from California). All applicants had been interviewed by Chief Christian and Captain Wood. Barry Rhodes moved the applicants be approved as presented. Michael Plyler seconded the motion and a roll call vote indicated all those present voted in favor of the motion.
- c. Training update – There was one training this month involving scenarios with the new medical bags. The second training was postponed due to a medical call.
- d. New business to include requests for budgeted expenditures – There was no new business or requests for budgeted expenditures.

10. CHAIRMAN'S REPORT – Chair Orton passed out a draft 2015 budget to date. He referenced line 28 on Page 1 with the three options and indicated if we were to have the Hurricane Fire District provide service (Option 1) as they proposed under our 2014 budget numbers, the Standby Fees would have to be \$370,836. Option 2 is what the committee is proposing with a full-time Fire Chief, full-time firefighters as we have now – 15 hours on the weekdays and 24 hours on the weekends at \$10/hr. would be \$435,772. Option 3 is we operate at the wages we are now but include a Fire Chief for \$381,102.

Michael Player proposed working up to \$10/hr. in two years – do \$9/hr. in 2015 and \$10/hr. in 2016. The firefighter pay could be relevant to their certification. There are other scenarios that can be considered. Line item figures have been adjusted up or down from last year's as needed. The figures presented are based on a flat \$10/hr. for everyone. This draft will give the committee working on the restructure of the Standby Fee a guideline to reach the goal for the Standby Fee structure/increase.

Michael confirmed that the difference between the total revenues from 2014 of \$606,036 and the total projected for 2015 of \$876,808 is with the \$165,000/\$435,000 Standby Fee.

Luci felt she needed to declare a conflict and withdraw from any discussion or decisions relative to firefighter pay as her son is on the department. Clerk Harris did not feel there was a problem with her participating on a committee as long as she has declared a conflict and has stated that she can perform in that capacity with the whole picture in mind.

Barry asked the Chief if he felt his equipment was adequate to address a three story building; we have discussed previously the need for a ladder truck. The Chief responded that our tallest ladder is 24", which will reach the second floor, bottom of the windows. It would not reach a third story.

We are currently putting \$50,000/yr. away to save for a truck. There can be other ways to gain height through the use of added ladder lengths and a snorkel to deluge from above. Ladder trucks also come in different sizes.

11. **STANDBY FEE BILLING REPORT TO INCLUDE UPDATE AND POSSIBLE ACTION ON DELINQUENT ACCOUNTS** – As of the end of April, there was \$4,620.66 which was 120 days past due, a decrease of \$285.70.

12. **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 April, the accounts receivable was \$53,579.77, an increase of \$19,447.43.
- c. Approval of expenditures for April 2014 – Clerk Harris responded to Luci’s question relative to the expenditure for Paramedic Assist explaining that is what we pay Hurricane, by contract, if we have to pick up another Paramedic in Hurricane in route to the hospital. Michael Plyler moved the expenditures for the month of April be approved. Barry Rhodes seconded the motion and a roll call vote indicated all those present voted in favor of the motion.

13. **APPROVAL OF THE MINUTES OF THE APRIL 23, 2014 REGULAR MEETING** – After discussion, Luci Brantly moved the minutes for the April 23, 2014 regular meeting be approved with amendments to utilize Luci Francis instead of Luci Brantley and the addition of outlining the established chain of command which states our personnel should speak first to their captain and then the chief. This is included in our Personnel Manual. Michael Plyler seconded the motion and a roll call vote indicated all those present voted in favor of the motion.

14. **GENERAL BOARD DISCUSSION** – Michael introduced the draft document that had been provided to the Board which indicates the classifications and formulas that have been created so far relative to the new Standby Fee Schedule. This will guide us in the application of raising the fees in what the committee hopes to be the fairest way possible.

Barry stated the committee ran into a brick wall when the process first started in that there didn’t seem to be any rhyme or reason for the rates that were being applied to the people of the District. We went back to the classifications and created the ones you see on this draft, then we went in to try to identify a way to create a base rate. The base rate will be plugged into the spreadsheets and then the percentage of the taxable value will be determined to achieve whatever goals are necessary. We needed the budget in order to see what our target was for the increase.

Supplying specific numbers at this point wouldn’t be beneficial as everything is in a state of flux. So far, we have established our base rate formulas and from here we will assign our percentage of taxable value for some classifications and base formulas for others.

Michael added that Rick Wixom (Springdale Town Manager) had indicated that under the old structure for raw land, the more land you owned, the amount you were being assessed actually went down per acre. We have established a base rate and then a per-acre rate for anything over two acres. We then looked at each classification, took into account exceptions, and tried to make them more consistent across the board.

There is still the issue of how much stress the visitors put on our resources. Barry stated that we determined that over 70% of the demand for services from the District are being placed by the tourists – the transient population that comes through the town to the tune of 3,000,000/yr. The other 30% is being borne by and used by the residents of the towns. We are trying to make it as fair and equitable as we possibly can, which means the 70% is going to have the bulk of the great increase on them and we are trying not to increase the residential accounts by that much. We know we will have to hit everybody, that is a given.

The draft provided only indicates where we are in the process, the determination of formulas is not complete, thus, the totals are not final. Discussion and explanations were given.

Michael referenced the presentation he gave at the last Springdale Town Council meeting where he indicated for every night in Springdale, there are 2.7 out-of-towners for every resident. So every night the population in Springdale is increased by 2.7. That equates to 73% of the population are visitors. That is an average. When there is 100% occupancy, there are 3.84 people in town for every resident. Those are the people we have to raise the money to protect. Therefore, motels are a big target in the equation because they are the ones who enable the people to spend the night which is a strain on EMS and you also have a motel with 132 rooms which gives you 132 potential ignition points for fire. A large motel can pay their annual fee with one night of near capacity, while a bed and breakfast would not be able to do that, so those situations have to be taken into consideration.

John Callahan felt we were going to be challenged on the classifications. Michael stated that most of the classifications are the original ones; we have only changed the rate structure. We had to take into account different businesses present different hazards, and that had to be taken into consideration.

Discussion took place regarding the proper procedure for hearing comments from the public.

Barry reminded the Board that the draft they had was just that. If the Board has any questions, please ask with the understanding that the answer may have to be researched.

15. **IDENTIFICATION OF ISSUES FOR FUTURE AGENDAS** – After discussion it was decided for the informational meeting Michael would give a slight modification of what he said at the Springdale Town Council and the draft classification chart would be provided without any numbers, just basic formula language. That way the public is being made aware of where we are headed. It is understood that they feel they are in the dark. We can tell them what our revenue goal is; what we need.

After discussion, it was decided to have the informational meeting on Monday, June 9, 2014 at 6:30 pm in the Rockville Community Center. John Callahan stated he had a previous engagement that would prevent him from attending.

Luci said Springdale brought up possibly having fireworks for their Joy to the World festivities in November/December. She committed to asking the Board and the Fire Marshal if that was a possibility. Michael stated there is no way we can predict what the conditions will be then – it could be extremely dry and there could be a major fire hazard in December. Barry stated that in the past the Board has allowed the Chief to make that decision.

- 16. ADJOURN** – Barry Rhodes moved the meeting be adjourned. Luci Francis seconded the motion. A roll call vote indicated all those present voted in favor of the motion.

Meeting adjourned at 8:55 p.m.

Minutes typed by:

Elaine M. Harris
District Clerk

APPROVED:

Robert W. Orton, Chairman