

ROCKVILLE/SPRINGDALE FIRE PROTECTION DISTRICT

P.O. Box 159

Springdale, UT 84767

February 25, 2015

Rockville Community Center

1. **CALL TO ORDER AND ROLL CALL** – Chair Luci Francis called the meeting to order at 6:30 p.m. with the following members of the Rockville/Springdale Fire Protection District Board present: John Callahan, Louise Excell, Chuck Passek and Adrian Player. District Clerk Elaine Harris recording.
2. **APPROVAL OF AGENDA** – Louise Excell 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. **PUBLIC COMMENT AND QUESTIONS** – There were no questions or comments from the public.
4. **INTRODUCTION OF NEW TEMPORARY FIRE CHIEF** – Chair Francis introduced Ashley Averett as the new temporary Fire Chief. Chief Averett comes to the District with a lot of experience: Fire Chief of LaVerkin from 2003 to 2008 and he has served as a firefighter for the Hurricane Valley Fire District since 1979 to the present. Chief Averett also brings with him knowledge of vehicle mechanics.
5. **FIRE CHIEF'S REPORT – FIRE SERVICE**
 - a. **Report on fire activity since the last Board meeting** – Chief Barker reported the fire activity since the last Board meeting was a total of ten calls.
 - b. **Consideration and possible approval of applicants for the Fire service** – There were no new applicants.
 - c. **Training update** – It was reported last month that the firefighters had completed their FF I and II certification testing, and there were four that needed to do a retake and that has been accomplished as of this morning. It will take four to six weeks to receive the results. The HazMat course begins March 3 and will run for three weeks, to include testing. When that phase is completed, they will be fully certified.
 - d. **New business to include requests for budgeted expenditures** – Chief Barker provided the bids for the remodel of the kitchen which entails enlarging the area and installing an oven. To date, there has only been a stove top and microwave.

Chief Barker was unable to obtain bids for the plumbing and electrical in a timely fashion. In the budget, \$5,000 had been approved for this project. At that time, that was an estimate, but it is now closer to \$6,000. The electrician was far more expensive than anticipated. We are required to have licensed plumbers and electricians doing the work. The bids provided are the lowest of a total of six bids. There is budgeted \$1,000 for repairs at the firehouse. This could be utilized towards the total needed of \$6,000.

Over the weekend, the refrigerator died as well as one of the heaters in an EMS room and in December one of the heaters in the other EMS room needed repair. In consulting with the electrician, it would be \$866 to purchase a heater; we have almost \$700 into repairing one of them. Chief Barker recommended replacing both of them. With installation, the cost would be \$2,200.

Some discussion took place regarding possibly upgrading the current system rather than purchasing separate heat pumps. The cost for that would most likely be more due to the fact that there would possibly be the need to increase the size of the unit and ductwork to the rooms would have to be installed. At the time the rooms were added, it was determined to be less expensive to install the wall units. The total for the two heaters, to include installation, would be \$2,138 and the kitchen remodel would be \$6,000 for a total of \$8,138.

When Louise Excell moved to utilize the full \$5,000 plus the repair budget of \$1,000 for the kitchen project and the replacement of two heaters, Chuck Passek asked if we should be considering the utilization of the \$1,000 budgeted for needed repairs as we could need that in the future.

Chuck Passek moved to authorize the expenditure of \$8,138 for completion of the kitchen project and replace the two heaters. Adrian Player seconded the motion. John Callahan felt electricians don't quite understand as much as refrigeration and HVAC people. The costs being proposed are considerably higher than the bids he received on his personal purchases. In response to whether we had looked at HVAC costs, Chief Barker responded he had three bids from each. A roll call vote indicated all those present voted in favor of the motion.

At this time, it is not clear whether or not we will need to amend our budget. If so, it will be done at the appropriate time.

6. FIRE CHIEF'S REPORT – AMBULANCE SERVICE

- a. Report on EMS activity since the last board meeting – Chief Barker reported there were eight calls since the last report.
- b. Consideration and possible approval of applicants for the EMS service – There was one new application from Cody Cole, a resident of Rockville. He has received his Utah certifications as an Advanced EMT.

John Callahan moved to accept the application of Cody Cole as an Advanced EMT for the EMS service. Louise Excell seconded the motion and a roll call vote indicated all those present voted in favor of the motion.

- c. Training update – The EMS have held their regularly scheduled two trainings per month.
- d. New business to include requests for budgeted expenditures – There was no business or requests for budgeted expenditures

Chief Barker announced the upcoming ISO rating process. Our current ISO rating is 4/9, which is phenomenal for the State of Utah. That meeting will take place on March 11. The Chief described the process utilized to determine the rating. There has been new criteria implemented since the last rating in 2008, so it is not predictable whether the rating will go up or down. Recently, Chief Barker submitted a document listing things to be considered for the future of the department. Many of those items are now being considered in the rating process.

At this time, The Chair read a letter from previous Chair Michael Plyler which is attached as a part of the minutes.

Chair Francis stated that Joe's love of the department is evident in everything he does and his dedication to its continued success is way above and beyond anything considered normal. He has led the crew to certification, bringing us to a new level of professionalism; he has provided the expertise that was desperately needed in preparing the 2014 and 2015 budgets; and he knew where the Springdale donation would be best utilized. He has been an extremely valuable source of fire department knowledge to the Board and to the department. He has provided the crew with a clear picture of leadership and all the confidence and accomplishments that come with that. Grateful doesn't really adequately express the feeling she has about the contributions he has made over all the years of his service.

The Chair presented a gift to which the Board members had contributed. John Callahan also presented Joe with the gift of a stein depicting old fire trucks.

7. CHAIRMAN'S REPORT –

- a. Update on Hurricane Valley Fire Special Service District's offer to conduct a comprehensive study of the District – The Chair spoke with Chairman Densley on February 18 to inform him of the Board's decision on February 17 to accept their offer to perform a comprehensive study, not just a cost estimate for service for our district. Chairman Densley indicated he would speak with his board and, as of tonight, he has not yet responded back to Chair Francis.

In the event they withdraw their offer to do the study, we are also planning to attend the Five County Association of Governments prioritization meeting on March 3 to request consideration of funding for a comprehensive, unbiased study of our district. We have until June 1 to complete a formal application. Both options are being pursued.

- b. Update on Springdale donation for equipment – At the February 12 Springdale Town Council meeting, the Council voted unanimously to pay all of the invoices submitted by our department for a total donation in the amount of \$62,007.08, which is about \$11,000 more than the original amount.
- c. Change in the meeting location to Town of Springdale – Beginning with the March meeting, the Board will be meeting at the Springdale Town Council Chambers. Chair Francis thanked the Town of Rockville for their offer to use their facility free of charge and permitting us to utilize the space for the last year or so. The determination to switch to the other facility was made, in part, to provide convenience for the greatest number of people.

Louise Excell stated the exterior wood on the firehouse is in need of reconditioning. We have a \$1,500 building maintenance budget. Louise suggested the District purchase the product and get some volunteer help to perform the work. Louise spoke with Lions Club President Bill Bassett and he thought it would be a great idea to have the Lions do the work as a service project. With the help of John Callahan, Louise will setup the time and coordinate this work.

- 8. STANDBY FEE BILLING REPORT TO INCLUDE UPDATE AND POSSIBLE ACTION ON DELINQUENT ACCOUNTS** – As of the end of January, there was \$28,411.53 which was 120 days past due, a decrease of \$10,066.03. John brought up the subject of monthly billings. He hears that question in between our meetings. There have been considerations given during this last

billing for those with difficulty. The Chair felt before this is considered, there needed to be some research done relative to estimates of costs.

Adrian Player reminded the Board that the Town of Springdale had offered to send out the billing with their utility bills on a monthly basis at no additional cost to the District. The Chair had a concern about the legality of such an arrangement.

9. CLERK'S REPORT

- a. Account balances – Clerk Harris gave information requested by Chuck Passek relative to the savings accounts indicating the purpose of each and the current balances. A copy of that information is attached as a part of the minutes. At that time, the Chair also presented a report on the expenditures for the month of January as they relate to the budget.
- 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 \$63,460.22 a decrease of \$12,072.71. The Clerk presented two requests for consideration of a balance on an ambulance bill. After discussion, Louise moved we accept a payment schedule for the balances of \$50/mo., John seconded the motion. A roll call vote indicated all those present voted in favor of the motion.
- c. Approval of expenditures for January 2014 – Louise Excell moved the expenditures for January be approved. Adrian Player seconded the motion and a roll call vote indicated all those present voted in favor of the motion.

10. APPROVAL OF THE MINUTES OF THE FOLLOWING:

January 21, 2015 Regular Meeting
January 29, 2015 Special Meeting
February 09, 2015 Special Meeting

John Callahan moved to approve the above listed minutes. Adrian Player seconded the motion and all those present voted in favor of the motion.

- 11. GENERAL BOARD DISCUSSION** – Adrian stated that any member of the Board has a right to obtain the key from the front desk for the Springdale Council Chambers for our monthly meeting, should he be unable to do so. They key will be available during regular office hours. It will need to be returned by placing in the outside payment box.

The chambers were checked out by Adrian, John and Elaine for recording our meetings.

- 12. IDENTIFICATION OF ISSUES FOR FUTURE AGENDAS** – Examination of the cost for doing a monthly Standby Fee billing and consider a policy for handling requests for consideration of ambulance billing balances. If anyone thinks of anything else, please let the Chair know no later than the Tuesday prior to the meeting to enable the Clerk to include the item and materials for the agenda and packets.

Adrian Player suggesting sending the minutes electronically instead of putting them in the packets. Other items could also be sent electronically. Discussion took place regarding placing information on our portion of Springdale's website

13. **ADJOURN** – Adrian Player moved the meeting be adjourned. John Callahan seconded the motion.

Meeting adjourned at 7:35 p.m.

Minutes typed by:

Elaine M. Harris
District Clerk

APPROVED:

Luci Francis
Luci Francis, Chair