

**ROCKVILLE/SPRINGDALE FIRE PROTECTION DISTRICT**

**P.O. Box 159**

**Springdale, UT 84767**

**March 25, 2015**

**Springdale Council Chambers**

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** – Adrian Player 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. **FIRE CHIEF’S REPORT – FIRE SERVICE**
  - a. **Report on fire activity since the last Board meeting** – Chief Averett reported the fire activity since the last Board meeting was a total of one call.

The remodel of the kitchen in the firehouse is progressing well.

We have purchased a compressor to replace the one that has not worked for five or six years.

The ISO evaluation has been completed and we will have the results in nine months or less. The evaluator will present the District with suggestions, if needed. If there are things that need to be addressed, we will be given an opportunity to take care of them prior to the issuance of the final report.

- b. **Consideration and possible approval of applicants for the Fire service** – There are two new applicants who are in the process of completing their application paperwork. One is for an EMT and the other is a firefighter with mechanic experience.
- c. **Training update** – All the firefighters passed their practicals for the HazMat training. The written results should be available in a couple of weeks. Two more personnel have passed the FF II test. Wildland Training is being set up through the State of Utah which will take place in April or May. It is a 40 hour class and will result in wildland certification.

Chief Averett is working with David Eaker from Zion National Park to present a defensible space program which will be April 21 at 6:00 pm in the Springdale Community Center. Both Fire and EMS will be present. Springdale has requested the information so they may include the notice in their newsletter. Rockville can post the information and also send it to their email list.

A refrigerator was donated by Bill and Mary Jane Weyher. It will be used to replace the one in the kitchen that finally died.

The Chief has a contact with a Las Vegas department and he will be looking into some of their surplus for possible items we could use, especially with the ISO rating.

The water tender is continuing to be repaired and will be in operation soon. It holds 1,500 gallons of water so if we are in a remote location, it can be utilized to fill the other equipment which would normally have to go to the nearest fire hydrant.

Chuck Passek requested a listing of all our fire and EMS personnel and where they are during business hours and during off hours. He would like to determine what the response time might be for an incident occurring at different times of day/night. This could help in determining how efficient our standby schedule is.

- d. New business to include requests for budgeted expenditures – Depending on the ISO report, there may be a need to purchase some equipment to keep the rating low. He may suggest the purchase of some specialty hose that we don't have. All other fire departments have this. It is a 5" hose and is expensive at about \$100/ft. It is like taking the fire hydrant right to the fire through a truck close to the fire. There is no pressure loss and very little water loss. Utilizing this hose instead of the 2½" hose we currently have gives triple the performance of two, 2½" hoses.

Springdale's system would most likely be able to accommodate this hose, but it is unknown about Rockville's ability.

## **5. FIRE CHIEF'S REPORT – AMBULANCE SERVICE**

- a. Report on EMS activity since the last board meeting – Captain Averett reported there were ten calls since the last report, five of which were transports. Our service also provided four personnel for five hours each to be available for the Zion Half Marathon Run.
- b. Consideration and possible approval of applicants for the EMS service – There were no new applicants at this time.
- 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.

In response to a question by Louise Excell, Captain Averett reported we are well-staffed at the present. The attempt for any recruiting is focused on local residents. Discussion took place regarding the fact that Springdale's streets can be confusing. The EMS do regular training with regards to that situation and maps are located in the station and in the ambulance.

6. **DISCUSSION AND POSSIBLE ACTION TO ADOPT A LOGO FOR USE ON THE RSPFD LETTERHEAD** – The current letterhead and the proposed new one had been included in the board's information for the meeting. Department crew developed a new design for t-shirts, patches, etc. that wound up being utilized on some official correspondence as a part of a letterhead. Many were unaware that two logos were being utilized. Therefore, we need to officially adopt the logo that is to be utilized for professional correspondence. The letterhead may be customized with the individual's information – Fire Chief, EMS Captain, etc.

John Callahan moved to adopt the new red, white and blue logo as the official logo. Adrian Player seconded the motion and a roll call vote indicated all those present voted in favor of the motion.

7. **CHAIRMAN'S REPORT** –

- a. Update on Feasibility Study – Chair Francis reported that Hurricane Valley Fire Special Service District has determined in a unanimous vote of their board not to conduct a feasibility study on our behalf. Louise Excell and Chuck Passek were present at that meeting.

Chuck felt the general impression from their Chief and the Board was that the Chief did not have the time to do it and they had no interest in providing any funding to do it for us.

Louise stated some of their members offered the concern of the cost (approximately \$40,000) and that the RSFPD should be considering more than the cost of postage.

Adrian felt it was commendable that Louise and Chuck attended the meeting and gracious of the Hurricane Valley Fire District to have offered that study to us almost a year ago. He felt it worked out for the best; they didn't need to spend the money and we can continue on and do our own studies as we see fit.

Louise stated that both she and Chuck thanked them for their consideration at the time and felt they had left them with a good impression of our District.

Chief Kulmann has assured Chair Francis, as he did with past Chief Joe Barker, that our two districts, at least on the command, department, and crew levels, work very well together and we do share staff.

Louise stated there was some concern on the part of Chief Kuhlmann over the fact that some of their volunteers were volunteering for other Districts like ours and this was causing some stress on his department. Their agenda item indicated a discussion relative to having a say in what secondary jobs people that work for them have and our District was referenced. They had recently had two residential fires and second jobs were possibly affecting the availability of their volunteers to report to incidents during off time. Their conclusion was that unless there were willing to pay them to be on standby, they could not tell them what to do. At the end of their meeting, they did authorize the Chief to offer an enticement to keep people available in town.

Hurricane staffs four people at one time – two permanent and two part time – that staffs their entire District at any one time. Their proposal is to double that by pursuing a federal grant. There was also discussion relative to increasing their mill levy. Chief Kuhlmann did offer to provide us with property values of Springdale and if Springdale/Rockville residents were charged the same levy for their property as residents of Hurricane were charged, how much revenue would that generate. This would give a revenue figure if there were to be a merger.

They discussed the fact that if the mill levy were the same for Rockville/Springdale and Hurricane Valley and staffing was costlier for Rockville/Springdale, the other cities would have to support us. That would not be acceptable.

If they were able to obtain funding to increase their staff hours, that may affect us in regards to some of our staff that also works for Hurricane Valley.

Dean Cox, a member of the Hurricane Valley Board, felt it all comes down to numbers. For him, it all comes down to whether or not bringing Rockville/Springdale Fire District into their fold benefits all of the other people who are served by Hurricane Valley.

The Hurricane Valley Board did vote to allow Chief Kuhlmann an hour or two to do the property survey for us.

The Chair has located a firm, Emergency Consulting Services International (ECSI) and their information was distributed to the Board prior to the meeting. There was a sample scope of study, and a brief outline of the analytical elements of a master plan. In speaking with their representative and providing them with an idea of where we are located and our demographics, he also sent an actual study that was done for Telluride, CO.

Chair Francis did some research on companies that offer this type of service, and ECSI was the only one she could find that had expertise in emergency services. They specialize in feasibility studies for public safety entities. Their website offers different choices for the type of study needed. After learning more about our District, the representative recommended that, based on our needs, we should contract for their master plan study. That includes an evaluation of our current conditions (our organization, management, capital assets, staffing, service delivery and performance), future system demand projections based on population growth and service demands projections, and community risk evaluation. Finally, they give us future system models that deliver the desired levels of service at the most efficient cost.

Louise asked if this firm provided any projected fee and the Chair responded that typically a study of this magnitude runs about \$45,000, which is about what Hurricane Valley said that it would have cost them. Chair Francis asked if the study could be pared down to meet our priorities to get the cost down, to which the representative stated each study is customized for the client.

She also spoke with Chief Averett about his perspective and requested he get with his captains and look at the kinds of things that are offered in a typical study, and have his team prioritize from a department perspective what they feel might need to be looked at or what they are interested in. We, as a board, have our own ideas about where we need to go with strategic planning, etc. This study takes our priorities and pares them down based on our needs. The options are very flexible.

The representative indicated they could probably do the study for \$30,000 so the Chair spoke with Gary Zabriskie from Five County Association of Governments and he said that we could ask for a \$15,000 grant with a \$15,000 match. Gary suggested the Board approach the municipalities we serve and see if either of them would be interested in contributing an amount, even a token amount, toward the matching portion to indicate their support.

The grant application is due June 1, 2015 and a review meeting will be in either July, August or September. At that time, if our application is in order, we may be given the green light to move to the next step, which would be to attend the funding meeting in October, where we may be funded. We don't want to wait until October to get the study started because we only have Chief Averett until September 1, 2015. In that case, Gary recommended to include in our application a request to be heard at the July meeting, and during that meeting request a "suspend and fund" decision. Under certain circumstances, the Board will suspend the

remainder of the application process and fund immediately. Therefore, there is the potential of being funded as early as July.

In consulting with ECSI, once the scope of the project is defined and a decision made on the cost, a contract is created and on the same day they will send an information request. This request is for all the data they will need. The more information we can provide, the less work they will have to do when they get here, therefore lowering the cost. It can take between two weeks and two months to complete the request for information. Due to our size and organization, it should be relatively simple to put ours together. After receipt of that information, their timeline begins and it takes 120 days. With our size, it may not take that long. The results would provide short-term, mid-range, and long-term goals for our District.

Chair Francis advised the Board look at the information in the next few weeks and decide what our priorities are; see how much we can pare it down. The first step in the process is for us to decide what it is we want.

Adrian was not sure why we would want to do a study. We have honored the people's request. They asked for the formal Hurricane Valley study and we have been turned down. He was not sure we need to do a formal study if we, as a board, can direct the RSFPD logically and sanely with some guidance. He hesitated to say that we should jump into a \$30,000 study where we have to obtain matching money, if we can get \$15,000 in a grant, where we could maybe, with the guidance of our temporary chief, figure out what it is we need to do, figure out what we need to do for strategic planning and figure out how to do this on our own. Do we need to spend taxpayer's money or citizen's money to do a study? He doesn't feel we should go from the Hurricane Valley Fire District request and their response that they don't want to do it to immediately jumping into doing another study that is going to cost us money if we can figure it out on our own.

The suggestion was made that the two communities contribute towards the \$15,000, if we are doing matching. Adrian stated that the board knows that Springdale is very supporting of the Fire District, and he knows that we can count on Springdale for some amount. Adrian stated we are a smart board and we have a professional fire chief; do we really need to spend money for a study? What are we going to get out of it, what is it going to benefit? He agrees with the Chair, let's take a look and try to limit the parameters of what we are going to ask for and see what the cost will be. But, what are we going to get?

Louise commented that while she was sitting on the board prior to when Adrian was appointed, Adrian, as a representative of the Town of Springdale and Michael Alltucker, as a representative of the Town of Springdale, sat in the audience and called the board unethical because we had promised the people of the district a study and we weren't delivering it. At that point, Louise dedicated her energy upon this board to getting what Adrian and Michael thought the board that she wasn't on, had promised the community. Now, Adrian is telling Louise "Oh, we don't care about that anymore." Louise was getting mixed messages.

Adrian's intent was not to send mixed messages. What he and Michael were saying was that the board promised to ask the Hurricane Valley Fire District to do the study, which is exactly what Adrian hoped he also implied. We finally did ask for Hurricane to do the study. He thought everyone that he has talked to said that they can't believe that the Fire District was not going to take advantage of the free study that has been offered. Everybody had their back

up because that is what was promised in a meeting with Michael Plyler. Adrian was not present at that meeting so he is only conveying what he has heard.

From what Chair Francis understands, if we do not do this study, there will be questions among the community that will not have been answered. She felt perhaps those questions may be posed to us forever until they are answered. The question is: "Can the District service the communities effectively as a lesser cost?" Not to say this board is not intelligent or uneducated, and with the help of our chief and other peers, she is certain the board could come up with a fairly decent strategic plan. However, it would be the board's strategic plan, and not based on an objective third party. We have accused Hurricane of being biased in the past, so to have a study that is performed by a professional outside organization, we could never be blamed for being biased.. She believes we would be seen as being forthcoming, transparent and ethical in our efforts to continue to propel this district into the 20<sup>th</sup> century (which is what she has been hearing lately) and help us to remain as strong as we are and stable, viable and sustainable because we've made some very drastic recent changes with going to paid on-call staff. It has caused our budget to become quite large; standby fees have gone up. She thinks there are still people out there who are questioning the validity of those fees, and we should do a study where we can justify our operations and staffing. Let's find out how we are doing, and if we can improve in the short term, as well as in the future without merging, but gain strength as an independent local district that is sustainable. Ad it won't be just us making the recommendations – it will be a credible organization like ECSI, which can only lend us more credibility when we implement any future changes in the department.

After attending the meeting in Hurricane, it was clear to Louise that the Hurricane Valley Fire District, with all of their issues (which are huge), is a massive district. It goes from Coral Canyon to Kolob and they have a huge service and a lot of issues. If we think we are complicated, they are very much more complex. They are not likely to bring us into that district under the current circumstances, especially if they knew that we would not come with a huge guarantee package from the Town of Springdale; that there would be a huge annual amount. She felt, for the time being, that was off that table.

Chuck agreed with that statement. What Hurricane wants is for us to bring them an operational proposal which would include Springdale's TRT. We will still receive questions as to how we can operate cheaper, but Chuck felt we have done our due diligence as to whatever perceived promises people felt were made. We have a department that is evolving and to his knowledge it has never had an outside expert entity come in to do a peer review and say what type of services we should provide. The services have always been sort of operating for a period of time and then we add on. As a board member, Chuck would like to have someone come and say: "This is what you should do; this is what the professionals in this field – EMS and fire – do." They're both sciences and highly complex. Chuck would like see what their proposal is; see what we can get for outside assistance. Maybe it is something the Park is also interested in because maybe the study could expand and do a little bit of Zion also and Zion absorb some costs. In reviewing the study ECSU did for Telluride relative to staffing, they didn't exactly say what they should do, but they presented some national standards. If you are a rural community and you have your standard residential fire, you should have six people respond to the station in nine minutes. Those are standards we, he would guess, currently can't meet. We need to be able to present this to the community and say possibly if you want to start meeting these standards, this is where you need to go.

As a board member, Chuck feels that lacking input from the public, he is willing to fall to providing the national standard of care (the quality of care) for fire and EMS for these communities. We need that expert, professional opinion study for people to have. It has nothing to do with Hurricane; it just has to do with what kind of service Springdale and Rockville should have.

Louise felt for the time being we have to assume that the HVFD is off the table for them to assume the services and doing it cheaply. They feel it would be a burden on their taxpayers and they are not willing to do that. Agreeing with Chuck, and also agreeing with Adrian and the Chair, there has to be some kind of happy medium between spending \$30,000 on the level of study being proposed and doing something more in line with our budget and in line with the size of our district in getting a consultant's evaluation and a strategic plan happening. Louise is all for that, but she also agrees with Adrian that we can't go this route.

John felt we were getting the cart before the horse. He felt we should consider other ways of funding this study. He doesn't know what kind of study it is going to be, but aren't there funds out there in grants that we can come up with \$15,000 rather than trying to raise \$30,000 to determine where we are going to go with the study?

Chair Francis responded that the grant money would be \$15,000 and the District's cost would be \$15,000. John asked if there weren't grants out there that would give us \$15,000 without us coming up with the additional. The Chair repeated that we could do as FCAOG suggested, and approach the municipalities to help defray our match

Chair Francis, stating she wasn't trying to push anything on anyone, and hopes that she has come across as providing information, seeing that she was the facilitator of the information she gathered. She would like the board to be unanimous in a decision of this magnitude. She is in hopes they can come to a happy medium, whatever that may be.

Suggestions were made:

Louise – There may be a school for professional EMS and firefighter administrators and there would possibly be a graduate program where they would like to take this on as an internship or graduate class.

Chuck – Engage a retired fire chief from some department that would come and live in Springdale (similar to what the Park does for their artist in residence) and as part of their deal they get their room and board and they would do the study for us. That could possibly take at least a year and we would have to go with the status quo. Louise's concern about taking a year or more was if Mayor Smith would be willing to go with the status quo as he has been one of the biggest critics. Adrian could not speak for Mayor Smith, but if Mayor Smith had a problem with the unanimous decision of HVFD not to take on the study, then it is up to him to go down there as Mayor of Springdale and question why. Mayor Smith hasn't given Adrian any impression other than the HVFD issue is a dead one.

The Chair stated that part of the CIB grant process is a requirement to hold a public hearing in April at our 22<sup>nd</sup> meeting to enable us to submit our minutes as part of the application. In that public hearing the board would have a discourse such as they are now doing and it would

be presented to the public. The public would have an opportunity to comment on conducting the survey and the funding of said study.

Adrian felt that would be a good opportunity for the public to indicate they didn't want to spend money on such a study. Springdale had a graduate program to give the town some guidance on how to develop Springdale. They surveyed a lot of people in town with 160 responses. Adrian did not want the board to not let anything go by the wayside. An opportunity of a \$15,000 grant with an attempt to find matching funds should be explored.

Chair Francis clarified that it was the consensus of the board that they do some kind of study. At the very least, the board absolutely must come up with a strategic plan to define our goals for the department in the short-, mid- and long-term. In order to have a strategic plan, we are going to have to do some research with the towns of Rockville and Springdale to find out projections of residential and commercial growth. The expectation of risk to the board needs to be assessed. It really boils down to how much people are willing to pay for the service we currently provide. It has never been a question of the service we provide, but a question of the cost.

Doing a study may involve paring down the ECSI study to what we feel is a reasonable amount of money; we would have to determine what that would be – what we would be willing to spend in matching funds. There would be the option of doing research on our own as far as finding different organizations that might offer these kinds of studies and internship, etc. In the meantime, while doing all of this, we still need to move ahead and at least get our ducks in a row with the grant application process.

Louise's recommendation was that a date be set for a public hearing for the purpose of pursuing a grant for a feasibility study and strategic plan funding utilizing Five County Association of Governments/CIB.

John Callahan felt there had to be other alternatives available. Chair Francis asked John if he would be willing to do some leg work on that possibility and John agreed.

Louise agreed to take the ECSI scope of study and the scope of study proposed by Chief Kuhlmann and compare them.

The sample received by ECSI was given so we can take it and shave off items that we don't feel we need. There were core things that have to remain due to the integrity of what they do. We can help them understand our size and priorities, which are really not that comprehensive. There are many things in their sample study that are not applicable to our situation.

The discussion was reviewed:

1. Pare down the ECSI report.
2. Have something to present to the public for a public hearing in April relative to the District's need to have some kind of peer review of the Fire District and the opportunity to obtain a grant from the CIB (Utah Permanent Community Impact Board).
3. After applying for the grant, if it is decided that it is too expensive, we can back out. We have two years to spend the funds.
4. Other options will be sought.

If we are going with the status quo, Chuck felt the board needed to be cognizant of how long do we have for our chief. We need to see if we can get a longer term than a six-month committal so we aren't where we have been before with the chief leaving in a short time and trying to find a replacement. We should be many months ahead of the game.

8. **STANDBY FEE BILLING REPORT TO INCLUDE UPDATE AND POSSIBLE ACTION ON DELINQUENT ACCOUNTS** – As of the end of February, there was \$14,668.38 which was 120 days past due, a decrease of \$13,743.20.

9. **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 \$52,430.19; a decrease of \$11,030.03. The Clerk presented one request for consideration of a balance on an ambulance bill. Louise was not in favor of just automatically writing off any debt unless there are incredibly extenuating circumstances as she feels it sets a bad precedent. She was willing to offer people an opportunity to pay in installments. This should be a policy. The suggestions were to have JCI attempt to collect again and another suggestion was to offer payments. After discussion regarding the age of the request and the fact that it wasn't brought to the board's attention earlier, Louise Excell suggested the bill be written off as bad debt due to the fact it is two years old.
- c. Approval of expenditures for February 2015 – It was clarified for Louise that Check #8457 for one name bar and 2 ea. pants, etc. in the amount of \$404.95 was for uniforms, (**Wild land gear**) and is an authorized expenditure. Each employee is given an annual uniform allowance. Louise had been concerned that the entire amount was for a name bar.

Louise Excell moved the expenditures for February, 2015 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:**

February 17, 2015 Special Meeting  
February 25, 2015 Regular Meeting

Adrian Player moved to approve the above listed minutes as presented. Louise Excell seconded the motion and a roll call vote indicated all those present voted in favor of the motion.

11. **GENERAL BOARD DISCUSSION** – Louise reported she is still coordinating a date for the re-staining of the siding on the firehouse. The dates of April 18 or 25 have been suggested. The Chair reminded Louise that according to the Chief, there may be wildland training beginning soon and they usually train on Saturdays when they have a course. Louise will consult with Chief Averett.
12. **IDENTIFICATION OF ISSUES FOR FUTURE AGENDAS** – There will be a public hearing relative to the grant application at our regular meeting on April 22. We will possibly need to make a decision to combine our election with the towns of Rockville and Springdale to save on costs.

13. **ADJOURN** – Louise Excell moved the meeting be adjourned. Adrian Player seconded the motion.

Meeting adjourned at 8:23 p.m.

Minutes typed by:

Elaine M. Harris  
District Clerk

APPROVED:

Luci Francis  
Luci Francis, Chair