

# ROCKVILLE/SPRINGDALE FIRE PROTECTION DISTRICT

P.O. Box 159

Springdale, UT 84767

August 24, 2015

Springdale Council Chambers

1. **CALL TO ORDER AND ROLL CALL** – Chair Luci Francis called the meeting to order at 6:30 p.m. The following members of the Rockville/Springdale Fire Protection District Board were present: John Callahan and Adrian Player. Chuck Passek was excused as he is assisting as a medic to emergency personnel in the Kaniksu Complex of six fires in Washington State. Chuck had requested that his thanks be extended to Ashley for helping as the interim Chief. 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 comments or questions from the public.
4. **ANNOUNCEMENT AND INTRODUCTION OF CHIEF RYAN BALLARD** – Chair Francis welcomed Ryan Ballard back to the Rockville/Springdale Fire Protection District as our full-time fire chief beginning September 1. Ryan has a long history with the District, having served 22, mostly volunteer, years as a firefighter, captain, and, finally, as its part-time chief.
5. **RECOGNITION OF CHIEF ASHLEY AVERETT, CURRENT INTERIM CHIEF** – Chair Francis reported that Ashley has been the District's interim chief for the last six months and during that time he has helped with completing our ISO survey, instigated the Wildland training for our firefighters, and secured a \$10,000 State matching grant for the department. The Board thanks him for his service and wishes him well.
6. **DISCUSSION AND ACTION ON A RESOLUTION FOR APPOINTMENT TO SERVE THE REMAINDER OF AN UNEXPIRED ELECTED TERM ON THE BOARD OF DIRECTORS** – There is an application from Michael C. Young who is in the process of moving here from Oregon and has already established residency. John Callahan moved to adopt Resolution No. 15-0824-1. Adrian Player seconded the motion and a roll call vote indicated all those present voted in favor of the motion.
7. **FIRE CHIEF'S REPORT – FIRE SERVICE**
  - a. **Report on fire activity since the last Board meeting** – Chief Averett, reported there were nine fire incidents. There was one mutual aid given to Zion National Park and Zion National Park rendered mutual aid to the District once.
  - b. **Consideration and possible approval of applicants for the Fire service** – There were no applications presented.
  - c. **Training update to include fall Firefighter I and II certification training** – It is hoped this class will begin at the end of September. There are two members of our fire department that want to participate along with some of our EMS personnel. There are four participants from Apple Valley that would like to attend.
  - d. **New business to include requests for budgeted expenditures** – Purchases need to be made for reimbursement from the State Wildland grant and the receipts must be submitted by September 30, 2015.

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

- a. Report on EMS activity since the last board meeting – Chief Averett reported that there were 14 incidents; eight of which were transports.
- b. Consideration and possible approval of applicants for the EMS service – There were no applications presented.
- c. Training update – It is still proposed to have an EMT class at our facility after the first of the year. We have some firefighters interested in taking the class.
- d. New business to include requests for budgeted expenditures – There was no new business or requests for budgeted expenditures.

- 9. ACTION TO RATIFY THE APPROVAL OF THE THREE EMS STAFF THAT WERE SUBMITTED AT THE JULY BOARD MEETING** – During the July 22 regular board meeting, three EMS applications were presented for Board approval. It was the intent of the Board to approve them as all the paperwork was in order, but the Board neglected to take a formal vote. On August 2 there was a quorum of Board members indicating they agreed to hire the three EMS applicants who were Spenser Dauwalder, Brandon Lewis, and Jordan Gary.

Chair Francis recommended the Board take formal action to ratify this approval with a formal vote. After gaining confirmation that the applications were complete, John Callahan moved to ratify the approval of the three EMS personnel – Spenser Dauwalder, Brandon Lewis, and Jordan Gary. Adrian Player seconded the motion and a roll call vote indicated all those present voted in favor of the motion. Chair Francis indicated that on August 2 Chuck Passek had indicated his approval.

**10. CHAIRMAN'S REPORT**

- a) Update on upcoming meeting with the Community Impact Board scheduled for September 3 – Chair Francis reported she is scheduled to go to Salt Lake City on September 3 to request funding for the study in the amount of \$20,000. Our application is complete which includes letters of support with financial commitments from Rockville and Springdale.

Chair Francis felt that since we were pushed out to September and the funding meeting is as soon as October, there doesn't seem to be any reason to request "suspend and fund" during the September meeting. It would not affect when the study begins or ends or affect our 2016 budget. She recommended waiting until October. It is understood we will know at the September meeting whether or not we have been funded.

Once the study begins, we should have results by late January or February which is within time to consider any of the suggestions for the 2017 budget.

Both Adrian and John felt that waiting until October was a good idea.

- b) Status on the 2016 budget process – Work has begun on the 2016 process. The plan is to have a very tentative budget for the Board's review in September. Chuck Passek has offered to be a participant on the budget committee, which typically consists of the Chair, the Chief and now Chuck Passek. Once Ryan has had a chance to inventory the equipment and take a

good look at what we need, the Chair expects the budget will begin to come together rather quickly. Clerk Harris has provided the projected revenues and we have the projections from the Town of Springdale relative to the TRT revenue to be expected.

- c) Status on the interlocal agreement regarding fire marshal services – Last Friday, August 21, Rick Wixom, Tom Dansie, and Mayor Stan Smith met with Chair Francis to work on the first draft of the new interlocal agreement concerning fire marshal services. Rick has already sent a new draft for review which will be sent to the Board. Eventually, it will come before this Board and both town councils for approval and adoption by resolution.

11. **STANDBY FEE BILLING REPORT TO INCLUDE UPDATE AND POSSIBLE ACTION ON DELINQUENT ACCOUNTS** – As of the end of July, there was \$80,759.62 which was 120 days past due, a decrease of \$2,333.07 from June. The Clerk stated she was prepared to turn over to Washington County in September approximately \$24,000 past-due from 2014 to be placed as liens on property taxes.

12. **CLERK'S REPORT**

- a. Account balances – There were no questions or comments.
- b. Ambulance accounts receivable report to include action on any requests for an adjustment in charges – As of the end of July, the accounts receivable was \$62,781.06; a decrease of \$3,906.28 since the June report.
- c. Approval of expenditures for July 2015 – John Callahan moved the expenditures for July 2015 be approved. Adrian Player 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 JUNE 24, 2015 AND JULY 22, 2015 REGULAR MEETINGS AND THE AUGUST 13, 2015 SPECIAL MEETING** – Adrian Player moved the minutes that were received electronically for June 24, July 22, and August 13 special meeting. John Callahan seconded the motion and all those present voted in favor of the motion excepting John who abstained from approving the June 24 minutes as he was not present at the meeting.

14. **GENERAL BOARD DISCUSSION** – Adrian Player felt it was important that when the budget process begins and revenues are being considered, that the Board seriously examine the possibility of increasing the Standby Fee every year, rather than waiting for many years to do so. This could be a simple percentage increase.

15. **IDENTIFICATION OF ISSUES FOR FUTURE AGENDAS**

- a. If the Request for Proposal is completed for the proposed study, we may be able to announce a company in September.
- b. Presentation of a 2016 budget draft.
- c. Change in signature approvals for bank accounts.

16. **ADJOURN** – John Callahan moved the meeting be adjourned. Adrian Player seconded the motion and a roll call vote indicated all those present voted in favor of the motion.

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Meeting adjourned at 6:50 p.m.

Minutes typed by:

Elaine M. Harris  
District Clerk

APPROVED:

Luci Francis  
Luci Francis, Chair