ROCKVILLE/SPRINGDALE FIRE PROTECTION DISTRICT
P.O. Box 159
Springdale, UT 84767
April 24, 2013
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, Nancy Sanchez and Barry Rhodes. Linda Brinkley was excused. Also present was Chief Ballard. District Clerk 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 was no public comment.

4. **DISCUSSION REGARDING POSSIBILITIES TO INCREASE REVENUE FOR THE DISTRICT'S NEEDS** – Chair Orton reported that he had met with Dean Cook, President of the Zion Canyon Visitors Bureau, and Chief Ballard and Chair Orton are on the agenda for the next Visitors Bureau meeting on May 1, 2013 where they will present the idea of collecting a voluntary $1.00 per room per night from motel visitors to be passed to the District.

   Michael Plyler has spoken with a Springdale Town Council member and learned that the Town Council and Planning Commission are going to have a joint meeting to discuss the possibility of capping hotel rooms and, from the District's point of view, that is a good thing as we are stretched thin now and Michael indicated what a typical response would be in an area other than Springdale regarding a ladder truck, etc. It was agreed that the demand on both ambulance and fire is mostly from tourists, not locals, especially in the case of the ambulance. Michael conveyed that he didn't feel it was the responsibility of the residents to pay to support the equipment necessary to protect the businesses. The Council Member seemed to be receptive to the fact that the District lost revenue due to their decision to keep a large portion of the TRT funds. Michael plans on attending the upcoming joint meeting.

   During Chair Orton's meeting with Dean, he indicated we needed increased revenues of at least $150,000 plus another $50,000 for equipment per year. We need an additional income of at least $200,000 per year. At $1.00 per room per night, that revenue would be available. What we are currently receiving in TRT funds doesn't cover the ambulance payroll.

   The District does have the capability to increase the Standby Fee after a public hearing on the proposed increase.

   Michael reported that Ruby's Inn at Bryce Canyon generated $72,000/yr. through the process of the donated $1.00/per room per night.

   Dean had questioned about the impact of the businesses other than motels and Chair Orton stated the District will have to come up with something for them also, which would have to be by an increase in the Standby Fee.

   If the motels were willing to try the donation approach and it didn't raise enough, the difference would have to come in the form of an increase in the annual assessment. We are proposing this donation concept as an option to try to assist the motels instead of just raising their fees. Implementing the donation process will save them money.

5. FIRE CHIEF'S REPORT – FIRE SERVICE

a. Report on fire activity since the last Board meeting – Chief Ballard reported that since the Board's last meeting, there had been four calls – a CO alarm, two campfire reports, and a medical assist.

b. Consideration and possible approval of applicants for the Fire service – There were no new applications.

c. Training update – The trainings have been going well and the previous evening they had done some wildfire training by burning tumbleweeds at the Rockville Cemetery. The trainings are well attended, but it is difficult to get a large response for a call.

d. New business to include requests for budgeted expenditures – No requests were made.

e. Fire Marshal's Report – Chief Ballard reported the Fire Marshal has been spending quite a bit of time at the new Hampton Inn and they are supposed to be ready for their occupancy permit later this week.

6. FIRE CHIEF'S REPORT – AMBULANCE SERVICE

a. Report on EMS activity since the last board meeting – Chief Ballard reported there have been nine callouts since the last meeting, seven of which were transports.

b. Consideration and possible approval of applicants for the EMS service – Chief Ballard presented Zackary Olsen to serve on the ambulance; he has worked for us during previous years. Michael Plyler moved that Zackary Olsen be approved for employment on the ambulance service; Barry Rhodes seconded the motion and a roll call vote indicated all those present voted in favor of the motion.

Chief Ballard reported several of our EMS personnel have obtained full time employment with other departments so they are not serving with us as often. Several interviews have been set up for new employees.

c. Training update – There were two trainings since the last report.

d. New business to include requests for budgeted expenditures – The ambulance has been ordered and the projected delivery date is the first of July. Chair Orton will be securing the required paperwork from Zions Bank to begin the loan process.

There is still a plan to sell our current ambulance for possibly $15,000. The City of Ivins has shown interest and they are making an appointment with Captain Wood to come and look at it. Our ambulance has a higher resale value than others due to its condition and low mileage.

7. STANDBY FEE BILLING REPORT TO INCLUDE UPDATE AND POSSIBLE ACTION ON DELINQUENT ACCOUNTS

– As of the end of March, there was $15,841.65 which was 120 days past due, a decrease of $738.75.

Clerk Harris reported that she has filed ten liens and sent approximately six additional warning letters. So far, there have not been any responses from the warning letters.

The Clerk reported that all the accounts we recovered from United Recovery Group for delinquent Standby Fees totals approximately $1,200. Many of them are under $100, but some accounts consist of properties that have been sold or the owner is deceased. She questioned whether it was feasible to utilize the $20 per account we prepaid the new collection agency to further pursue these accounts. United Recovery Group pursued these accounts from 2008 until the first of this year with no results. The Board concurred that we should not pursue them through collections.

Some of them the Clerk will be able to pursue because they still own the property and now the lien process can be utilized.

Clerk Harris reviewed the process of determining charges and allowing more than one parcel owned by the same person to be on one account. For the future, she will be assigning each parcel a separate account, but will still take into account contiguous parcels where feasible.

Through training that he attended, Michael Plyler learned that there is a possibility the District can turn in delinquent Standby Fees as an attachment to the property tax billing. Clerk Harris has tried to get a definite determination on this ability, but to date, has not gotten any response. State law used to prevent this possibility if the county was already collecting a property tax for the entity.

8. 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 March, the accounts receivable was $44,377.47, a decrease of $18,606.31.

   Clerk Harris reported that we signed up with NCS for collections and JCI Billing sends unpaid ambulance bills directly to NCS; they don't come through the District. The last quarterly report she sent had one from Europe and NCS will not collect except for USA and Canada. The Board gave concurrence that Clerk Harris will consult with JCI to see if the accounts can come to us to try to pursue or what options are available. They cannot go to NCS.

   Clerk Harris is having difficulty getting Zions Bank to cooperate with required paperwork that JCI needs in order for insurance payments from government agencies to be deposited directly to our account. She will continue to attempt to resolve the situation.

   Clerk Harris presented a request for consideration of an ambulance bill. The Board concurred that, since they have paid all but $212 of the balance left after the insurance payment, and taking into consideration their financial situation, that the remaining $212 be written off.

c. Approval of expenditures for March 2013 – Barry Rhodes moved the expenditures for the month of March be approved. Michael Plyler seconded the motion and a roll call vote indicated all those present voted in favor of the motion.

9. **APPROVAL OF THE MINUTES OF THE MARCH 26, 2013 REGULAR MEETING** – Nancy Sanchez moved the minutes for the March 26, 2013 regular meeting be approved. Barry Rhodes seconded the motion and a roll call vote indicated all those present voted in favor of the motion.

10. **GENERAL BOARD DISCUSSION** – Michael reported, in addition to the fact that we may be able to attach our delinquent Standby Fee to property tax for collection, that it is necessary for the Board to have liability insurance, which we do have. Also, Michael presented a copy of the recent Manual for Special Districts. Michael asked if our records were being stored in a facility and the Clerk responded yes, between a closet at the Firehouse and the office. These records need to be available to the public.

11. **IDENTIFICATION OF ISSUES FOR FUTURE AGENDAS** – There were no issues identified for future agendas other than the continuing discussion regarding additional revenue.

12. **ADJOURN** – Michael Plyler moved the meeting be adjourned. Nancy Sanchez seconded the motion. A roll call vote indicated all those present voted in favor of the motion.

Meeting adjourned at 7:20 p.m.

Minutes typed by:

Elaine M. Harris
District Clerk

APPROVED:

Robert W. Orton, Chairman