

ROCKVILLE/SPRINGDALE FIRE PROTECTION DISTRICT

P.O. Box 159
Springdale, UT 84767
June 26, 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: Linda Brinkley, Michael Plyler and Barry Rhodes. Nancy Sanchez was excused. Also present was Chief Ballard. District Clerk Elaine Harris recording.
2. **APPROVAL OF AGENDA** – Barry Rhodes moved the agenda be approved. Linda Brinkley 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. **AUDIT REPORT FOR THE YEAR 2012 – REPRESENTATIVE FROM SAVAGE ESPLIN & RADMALL** – Stan Seegmiller presented the report. The highlights were:

- In the firm's opinion, the financial statements present fairly, in all material respects, the financial position of the District as of December 31, 2012 and the changes in its financial position and its cash flows for the year ended and comply with accounting principles generally accepted in the United States of America.
- The assets of the District exceeded its liabilities and deferred inflows of resources by \$943,848 (equity). Of that amount, \$347,640 is unreserved.
- The District's total net position increased by \$56,567 (net income).
- Standby Fee revenues increased by \$14,880 due to an increase in 2011 (mid-year). Part of that increase affected 2012.
- Ambulance services increased by \$26,194. Majority of increase is due to significant increases in the billings and write-offs and adjustments. Some of that amount was carried over from last year.
- Grants and donations decreased as the previous year included a significant grant for a defibrillator.
- Administrative expenses decreased by \$6,000, but salaries and wages were increased. That was offset by some bad debt adjustments.
- Ambulance expenditures increased by \$24,576; the majority being due to increases in wages and benefits.
- The current reserved cash amount of \$196,553 is funds that have been reserved for renewal and replacement of equipment.
- The District's net increase in cash was \$99,144.
- Two of the findings and recommendations were the same as last year and are due to the size of the District. The District is being run very efficiently.

Mr. Seegmiller reviewed upcoming changes in audit requirements for the upcoming year.

5. **RESOLUTION TO APPROVE THE CERTIFIED TAX RATE FOR 2013** – Barry Rhodes moved the Certified Tax Rate of .000272 be approved as presented by Washington County by Resolution No. 13-0626-1 for a projected revenue of 46,463. Michael Plyler seconded the motion and a roll call vote indicated all those present voted in favor of the motion.

6. **DISCUSSION REGARDING POSSIBILITIES TO INCREASE REVENUE FOR THE DISTRICT'S NEEDS** – There were no more possibilities presented.
7. **DISCUSSION AND ACTION ON AN ORDINANCE TO AMEND ORDINANCE NO. 13-0027-1, AN ORDINANCE TO ADOPT PROCEDURES FOR THE BILLING OF STANDBY FEES; THE COLLECTION OF THE DELINQUENT STANDBY FEES** – Clerk Harris explained that when the ordinance was first approved, we discovered we were able to file liens. This was an option that was not available to fire districts in the past. Now, we have discovered we can also add delinquent fees to the owner's property tax assessment. This is done through Washington County. This was also an option on afforded fire districts in the past.

The list for property tax attachment can only be done once a year in September. This ordinance affords the Clerk the option, depending on when the account becomes delinquent and the amount, to choose whichever process is the most beneficial to the District. The collection process will be utilized if property sold with a balance due.

Michael Plyler moved the District adopt Ordinance No. 13-0626-1, to adopt new procedures for the collection of delinquent Standby Fees and ambulance services. Linda Brinkley seconded the motion and a roll call vote indicated all those present voted in favor of the motion.

8. **APPROVAL OF LEASE PURCHASE AGREEMENT BETWEEN ZIONS FIRST NATIONAL BANK AND THE ROCKVILLE/SPRINGDALE FIRE PROTECTION DISTRICT FOR AN AMBULANCE** – Clerk Harris read the resolution provided by Zions for the lease purchase agreement in its entirety. Linda Brinkley moved accept Resolution No. 13-0626-2 concerning the lease purchase agreement of a new ambulance and related equipment. Barry Rhodes seconded the motion and a roll call vote indicated all those present voted in favor of the motion.

9. **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 nine calls – three fire alarms, four medical assists, and a couple of campfires.
- 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.
- d. New business to include requests for budgeted expenditures – There were no budget requests.

Burn restrictions have been implemented – no opening burning within the District and a ban on fireworks, which is the same as last year. However, campfires are allowed in an approved campground, and a residence for recreational purposes as long as it is in an approved pit, small in size and tended at all times. Campfires in outlying areas will be dealt with.

- e. Fire Marshal's Report – Chief Ballard reported some of the big motels have been completed and the Fire Marshal has been doing followup

10. FIRE CHIEF'S REPORT – AMBULANCE SERVICE

- a. Report on EMS activity since the last board meeting – Chief Ballard gave the report missed for May – there were 12 calls, eight of which were transports. For June – there were 19 calls, 11 of which were transports.
- b. Consideration and possible approval of applicants for the EMS service – There were no new applicants.
- c. Training update – There were two trainings since the last report, one of which was a training on the new power loading system that will be on the new ambulance.
- d. New business to include requests for budgeted expenditures – The new ambulance has been shipped and should be in Salt Lake the end of this week or the first of next week. Delivery is expected as early as July 8.

The District will be participating in the July 4th parade and there will be firefighters available during the evening for any calls.

7. STANDBY FEE BILLING REPORT TO INCLUDE UPDATE AND POSSIBLE ACTION ON DELINQUENT ACCOUNTS – As of the end of May, there was \$9,392.04 which was 120 days past due, a decrease of \$5,385.38.

Discussion took place regarding the proposed letter to be included with the Standby Fee Billing explaining the purpose of the District and billing and collection processes. It was agreed that it would be beneficial to send the letter.

The Clerk informed the Board that the Town of Springdale is now allowing vacation homes (homes that are rented for less than 30 days). The Board will need to discuss and determine a category on the Standby Fee Schedule and charges for this use.

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 May, the accounts receivable was \$52,454.75, an increase of \$5,221.55.

There was a request for a write-off of an ambulance bill and the Clerk was requested to research the original charges and what the insurance has already paid.

- c. Approval of expenditures for May 2013 – Barry Rhodes moved the expenditures for the month of May 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 MAY 22, 2013 REGULAR MEETING – Linda Brinkley moved the minutes for the May 22, 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** – There were no items for discussion.
11. **IDENTIFICATION OF ISSUES FOR FUTURE AGENDAS** – There were no items identified for future agendas.
12. **ADJOURN** – Barry Rhodes moved the meeting be adjourned. Lindy Brinkley seconded the motion. A roll call vote indicated all those present voted in favor of the motion.

Meeting adjourned at 6:30 p.m.

Minutes typed by:

Elaine M. Harris
District Clerk

APPROVED:

Robert W. Orton, Chairman