

## ROCKVILLE/SPRINGDALE FIRE PROTECTION DISTRICT

P.O. Box 159  
Springdale, UT 84767  
June 27, 2012  
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: Barry Rhodes, Michael Plyler, and Linda Brinkley. 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 as posted. 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** – Dan McGuire, on behalf of the Town of Rockville, expressed his appreciation for the presence of the fire and ambulance services.
4. **PRESENTATION OF AUDIT REPORT FOR 2011 – STAN SEEGMILLER, SAVAGE, ESPLIN & RADMALL** – Mr. Seegmiller presented the audit and the following significant points were made:
  - In the firm’s opinion, the financial statements present fairly, in all material respects, the financial position of the District and the results of its operations and cash flows for the year ending December 31, 2011 are fairly presented.
  - The assets of the District exceeded its liabilities at the close of the most recent fiscal year by \$887,281 (assets are greater than liabilities), which is the District’s net worth. Of this amount, \$286,836 (unreserved net assets) may be used to meet the District’s ongoing obligations to the citizens.
  - The District’s total net assets increased by \$34,737 (net income).
  - Current and other assets increased by \$39,000 this year; cash increase was a factor by about \$29,000 and also the accounts receivable.
  - Reserved assets increased by about \$900, which was from interest. This was for funds reserved for ambulance equipment and vehicle repair/replacement.
  - Capital assets increased slightly.
  - Standby Fee revenues increased by a little over \$31,000 this year, which is the result of a 30% increase in Standby Fee rates effective June 30, 2010 and an additional rate increase June 30, 2011.
  - Ambulance revenues dropped this year, which is attributable to an increase in fee write-offs/adjustments.
  - Transient Room Tax was pretty consistent.
  - Property taxes were a little higher.
  - Grants and donations is higher primarily due to the \$8,000 donation from Utah Hospitals and Health Systems to purchase a reconditioned defibrillator.
  - Administrative expenses increased by about \$16,000 (Fire Department - \$9,400; Ambulance by \$20,000). (The amount Mr. Seegmiller stated of \$16,000 is incorrect, based on the breakdown).
  - The major asset increases were the addition to the building for EMS quarters and the purchase of the defibrillator.
  - The cash increase was due to the tight ship the District runs.
  - The accounts receivable increased from last year.

- Two of the findings and recommendations were the same as last year and are due to the size of the District. It is recommended we increase our treasurer's fidelity bond to \$40,000 due to the increase in budgeted revenues.

5. **ACTION ON A RESOLUTION TO APPROVE THE 2012 CERTIFIED TAX RATE** – Michael Plyler moved Resolution No. 12-0627-1 be approved. Linda Brinkley seconded the motion and a roll call vote indicated all those present voted in favor of the motion.

6. **FIRE CHIEF'S REPORT – FIRE SERVICE**

- a. Report on fire activity since the last board meeting – Chief Ballard reported that there had been four calls – a fire alarm, two medical assists, and an automobile accident. We were called to assist with the Leeds fire but did not go because all other resources went out so we covered from Hurricane east.
- b. Consideration and possible approval of applicants for the Fire service – There were no new applications. We will possibly be losing one of the firefighters do to his inability to find affordable housing.
- c. Training update – Chief Ballard reported that training has been going well and they have been hitting wildland urban interface extremely hard for the last month and are continuing to have joint training with the Park Service.
- d. New business to include requests for budgeted expenditures – Part of Washington County is going to 800 MHz, which is a totally new radio communications system. It was just going to be fire and EMS and not include law enforcement or any mutual aid, etc. Chief Ballard did not opt into the change because of the expense and he was originally told that it would not be a problem. Things have changed since then.

Required radios will need to be purchased for the firefighters and EMS. As of September 1, 2012, they will be switching over to the new system, which will make our other equipment obsolete. We will also have to maintain our other radio system to be able to talk to any mutual aid, which is the Park Service, the Federal Government, BLM, etc. Therefore, we will be required to maintain two radio systems.

Chief Ballard needs to begin purchasing radios. The best, used ones Chief Ballard can locate area approximately \$1,000 ea. (new is \$2,000) and we need a total of 15 hand-held units to start plus one for every piece of apparatus in the bay and a base for the firehouse.

It is a complex system and purchasing them is not the only cost. They are similar to a cell phone; you pay \$12.50/mo. per radio.

In answer to Michael Plyler's question as to the minimum number of radios Chief Ballard would need to purchase at this time, Chief Ballard responded 10-15 hand-held units only at this time. He clarified the price included chargers and programming.

Chair Orton stated we have \$15,000 budgeted to repair the brush truck. Utilizing those funds would put the truck out of service longer, but there is the issue of what is more important.

Barry Rhodes asked for clarification that in a mutual aid situation, we would have no communication under the new system with law enforcement or any federal agency. Chief Ballard responded we would with law enforcement, not with federal agencies.

Chief Ballard also said this is all a part of streamlining communications, a process that began after 9/11. The problem is not everyone is on the same page.

By utilizing a hand-held radio with a repeater system, you don't need a mobile in the vehicle; the hand-held will hit the repeaters. They have an antenna and, like a cell phone, you have an indicator of how many bars you have for service. The one advantage of the system is it either works or it doesn't. You don't get a partial signal. The other advantage is you don't have to be in range of the local repeater to access it; these radios can access from Salt Lake City.

Discussion took place regarding purchasing the radios new or refurbished. The purchases will have to be budgeted for the next couple of years. The Chief is pursuing possible other options and will keep the Board informed.

Chief Ballard state the whole purpose was to simplify and streamline communications and it has done just the opposite and made it more difficult.

In response to Linda Brinkley's question regarding if Chief Ballard would be comfortable with the refurbished units, the Chief responded that he would much rather have new units, but our funds are limited. We do have reserves, but it would be up to the Board to decide on utilizing those funds.

Barry Rhodes moved Chief Ballard go back and do some hard thinking and give the Board an exact minimum number of radios that he would need to operate both the fire department and EMS under any foreseeable situation. Chief Ballard stated he needs 20 hand-held radios and 9 mobiles. In response to Barry's question as to whether he could manage with just the hand-held radios at this time, the Chief responded that would be more than sufficient at this time. He could also operate with a minimum of 15 hand-held radios, this year. There was no second to the motion.

Chair Orton felt we could start with the minimums (refurbished) and then maybe do trade-ins for new ones on a slower basis. Michael Plyler suggested that whatever we figure out needs to be the initial purchase, we could have a new unit in every rig and then one or two others and do the rest in refurbish; then as one dies, get a new one.

The Chief indicated the two EMTs that are on call would each have a radio as well as the EMS Captain; the other 12 would be for fire. They would be in the engines and assigned to every firefighter. That would save buying mobiles for the engines at this point.

Discussion took place regarding various possible scenarios and what communication requirements would be needed.

Michael Plyler offered to speak with someone on the Council in the Town of Springdale and see if there was any extra money they don't have committed to possibly assist us. Michael also suggested seeing if the supplier would consider payments for new units. Chief Ballard stated we would be purchasing them through a State contract and that would require cash.

We could apply for a loan and also seek grants, but those take considerable time and there aren't many of those available at this time.

- e. Update on fundraiser efforts – Chief Ballard reported there is nothing new on this item at this time.
- f. Fire Marshal's Report – Chief Ballard reported that it has been somewhat slow recently for Marshal Barker although he is continuing to be involved in reviewing plans for new commercial and residential development projects in Springdale.

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

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

Clerk Harris read a thank you card from a patient that was recently transported.

- b. Consideration and possible approval of applicants for the EMS service – Chief Ballard reported that there were no new applications.
- c. Training update – There was training on June 13, which was bandaging and splinting. On June 22, there was ambulance orientation training.

A new date for the CPR class will be announced.

- d. New business to include requests for budgeted expenditures – There were no requests for budgeted expenditures.

**8. STANDBY FEE BILLING REPORT TO INCLUDE UPDATE AND POSSIBLE ACTION ON DELINQUENT ACCOUNTS** – As of the end of May, there was \$19,270.43 which was 120 days past due, a decrease of \$898.71.

The Clerk reported that she is having trouble with our collections agency that takes care of both our ambulance and standby fee collections. According to the website, they are collecting money but not sending it to the District. The Clerk has made every effort possible to make contact with them but without any results. She has indicated, by voice mail, that the District would be seeking legal counsel if the collected monies were not paid.

Some of the delinquent standby fee accounts have requested that the clerk work with them to get their past-due amounts paid and she has indicated she would but the current billing would have to be paid when due.

**9. CLERK'S REPORT**

- a. Account balances – There were no questions regarding the account balances.
- 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 \$61,511.04, an increase of \$5,976.99.

- c. Approval of expenditures for May 2012 – Barry Rhodes brought up the fact that when we purchase controlled substances from local pharmacies, there needs to be a signed and dated invoice provided for each purchase. Clerk Harris indicated she has confirmed with EMS Captain Wood that he did in fact pick up the recent ones and signed and dated invoices will be provided in the future.

Barry Rhodes moved to approve the expenditures for May 2012. Linda Brinkley 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 MAY 23, 2012 REGULAR MEETING** – Linda Brinkley moved the minutes for the May 23, 2012 regular meeting be approved as presented. Michael Plyler seconded the motion and a roll call vote indicated all those present voted in favor of the motion.
11. **GENERAL BOARD DISCUSSION** – There was no general board discussion.
12. **IDENTIFICATION OF ISSUES FOR FUTURE AGENDAS** – Update on purchase of new radios.
13. **ADJOURN** – Barry Rhodes moved the meeting be adjourned. Linda Brinkley seconded the motion. A roll call vote indicated all those present voted in favor of the motion.

Meeting adjourned at 7:40 p.m.

Minutes typed by:

Elaine M. Harris  
District Clerk