



**NORTH DAVIS FIRE DISTRICT  
BOARD OF TRUSTEES**  
Station 41, 381 North 3150 West  
West Point City, UT 84015  
(801)525-2850 ext. 101

*Nike Peterson, Chair  
Scott Wiggill, Vice-Chair  
Mark Shepherd, Member  
Howard Madsen, Member  
Gary Petersen, Member  
Brian Vincent, Member  
Annette Judd, Member  
Nancy Smalling, Member  
Vern Phipps, Member*

*Mark Becraft, Fire Chief  
Theron Williams, Deputy Fire Chief*

**BOARD OF TRUSTEE MEETING  
June 15, 2023**

**Board of Trustee Work Session – 6:00 PM**

*If the Work Session is not completed before the scheduled board meeting, the Work Session will continue until all items have been discussed; or be discussed during the scheduled board meeting.*

Board Members Present – Chair Nike Peterson, Gary Petersen, Nancy Smalling (via Zoom), Vern Phipps, Brian Vincent, Howard Madsen (via Zoom), and Mark Shepherd

Excused – Vice-Chair Scott Wiggill

Staff Present - Fire Chief Mark Becraft, Deputy Fire Chief Theron Williams, and Clerk Misty Rogers

Visitors – Curt King, Amber King, Allen Hadley

1. Presentation and Discussion of the North Davis Fire District FY2023 Amended Budget  
Chief Becraft stated that the FY2023 Amended Budget includes revenue increases and expenditures (see attachment A). Employee wages and vehicle maintenance account for the majority of the increases to the FY2023 expenditures. It was recommended that the board approve the proposed FY2023 Budget Amendment.
2. Presentation and Discussion of the North Davis Fire District FY2024 Budget  
Chief Becraft stated that there were two changes to FY2024 Final Budget (see attachment B) since the last board meeting. The changes were an increase in the cost of Worker's Compensation and an additional filing fee for the district bond. Chief Becraft stated that it is recommended that the board accept the Certified Property Tax Rate.

**Board of Trustee Meeting – 6:15 PM or Immediately Following the Work Session**

Board Members Present – Chair Nike Peterson, Gary Petersen, Nancy Smalling (via Zoom), Vern Phipps, Brian Vincent, Howard Madsen (via Zoom), and Mark Shepherd

Excused – Vice-Chair Scott Wiggill

Staff Present - Fire Chief Mark Becraft, Deputy Fire Chief Theron Williams, Clerk Misty Rogers, NDFD Attorney Andrew Blackburn

Visitors – Curt King, Amber King, Allen Hadley

1. Call to Order

2. Invocation or Inspirational Thought – Board Member G. Petersen

3. Pledge of Allegiance

4. Citizen Comment – no comment given.

5. Consideration of Approval of Minutes from May 18, 2023, Board of Trustee Meetings

Board Member Shepherd motioned to approve the May 18, 2023, Board Meeting minutes. Board Member G. Petersen seconded the motion. The motion passed.

6. Consideration of Approval of the North Davis Fire District Bills for May 2023

Board Member G. Petersen motioned to approve the bills for May 2023. Board Member Judd seconded the motion. The motion passed.

7. Consideration of Approval of the North Davis Fire District Financial Report

Chief Becraft stated that revenue continues to be collected and Medicaid payments have resumed.

Board Member G. Petersen motioned to approve the North Davis Fire District Financial Report. Board Member Vincent seconded the motion. The motion passed.

8. Discussion and Consideration of Resolution 2023R-06, Amending the North Davis Fire District FY2023 Budget

a. Public Hearing – no comment given.

Board Member Shepherd motioned to close the public hearing. Board Member G. Petersen seconded the motion. The motion passed.

b. Action

Board Member Phipps motioned to approve Resolution 2023R-06, Amending the North Davis Fire District FY2023 Budget. Board Member Smalling seconded the motion. The motion passed.

Roll Call Vote:

Chair N. Peterson (non-voting)  
Board Member Vincent – aye  
Board Member Shepherd – aye  
Board Member G. Petersen – aye  
Board Member Phipps – aye

Vice-Chair Wiggill – excused  
Board Member Madsen – aye  
Board Member Judd – aye  
Board Member Smalling – aye

9. Discussion and Consideration of Resolution 2023R-07, Adoption of a Property Tax Rate for the North Davis Fire District for Calendar Year 2023 (FY2024)

a. Public Hearing – no comment given.

Board Member Phipps motioned to close the public hearing. Board Member Judd seconded the motion. The motion passed.

b. Action

Board Member Shepherd motioned to approve Resolution 2023R-07, Adoption of a Property Tax Rate for the North Davis Fire District for Calendar Year 2023 (FY2024). Board Member \* seconded the motion. Ms. Rogers asked that the motion be made as a verbal acknowledgment of the property tax rate of 0.001238. Board Member Shepherd stated, "So moved".

Roll Call Vote:

Chair N. Peterson (non-voting)	Vice-Chair Wiggill – excused
Board Member Vincent – aye	Board Member Madsen – aye
Board Member Shepherd – aye	Board Member Judd – aye
Board Member G. Petersen – aye	Board Member Smalling – aye
Board Member Phipps – aye	

10. Discussion and Consideration of Resolution 2023R-08, Adoption of the North Davis Fire District Final Budget for FY2024

a. Public Hearing – no comment given.

Board Member Judd motioned to close the public hearing. Board Member Vincent seconded the motion. The motion passed.

b. Action

Board Member Madsen motioned to approve Resolution 2023R-08, Adoption of the North Davis Fire District Final Budget for FY2024. Board Member Shepherd seconded the motion.

Roll Call Vote:

Chair N. Peterson (non-voting)	Vice-Chair Wiggill – excused
Board Member Vincent – aye	Board Member Madsen – aye
Board Member Shepherd – aye	Board Member Judd – aye
Board Member G. Petersen – aye	Board Member Smalling – aye
Board Member Phipps – aye	

11. Discussion and Consideration of Resolution 2023R-09, Adoption of the North Davis Fire District Wage Study for FY2024

Board Member Vincent motioned to approve Resolution 2023R-09, Adoption of the North Davis Fire District Wage Study for FY2024. Board Member Judd seconded the motion. The motion passed.

Roll Call Vote:

Chair N. Peterson (non-voting)	Vice-Chair Wiggill – excused
Board Member Vincent – aye	Board Member Madsen – aye
Board Member Shepherd – aye	Board Member Judd – aye
Board Member G. Petersen – aye	Board Member Smalling – aye
Board Member Phipps – aye	

12. Discussion and Consideration of Resolution 2023R-10, Adoption of the International Fire Code as Adopted and Amended by the State of Utah

Board Member G. Petersen motioned to approve Resolution 2023R-10, Adoption of the International Fire Code as Adopted and Amended by the State of Utah and Appendices. Board Member Phipps seconded the motion. The motion passed.

Roll Call Vote:

Chair N. Peterson (non-voting)  
Board Member Vincent – aye  
Board Member Shepherd – aye  
Board Member G. Petersen – aye  
Board Member Phipps – aye

Vice-Chair Wiggill – excused  
Board Member Madsen – aye  
Board Member Judd – aye  
Board Member Smalling – aye

### 13. Fire Chiefs Report

Deputy Chief Williams provided the following updates.

Truck 42 is in the process of being repaired. A few new repairs have been found, a piston rocker needs to be replaced and two seized fuel injectors. NDFD is hopeful to have the truck back before the Fourth of July.

NDFD is preparing for the Fourth of July celebrations, parades, and fireworks. Chief Hadley, Youngberg, and Captain King are working hard to ensure coverage and strive to create a unified command. NDFD ordered large marking flags for each park that will be used for designated response meeting locations.

Testing for full-time firefighters and a full-time Deputy Fire Marshal In early August, the testing process for full-time firefighters and a full-time Deputy Fire Inspector will be held.

Recently, First Responders First provided a mental wellness presentation for NDFD firefighters, their significant others, and board members. The training was well received and a benefit to all that attended. Board Member Judd stated that the mental wellness presentation was amazing, and enlightening, and could save relationships and help those in need. Board Member Phipps agreed and stated that it helped him to understand what first responders and their families encounter.

Projects finishing up within the district include Lotus and Living Spaces. Openings should happen within the next few weeks.

Chief Becraft stated that Truck 41 has been sold to Evans County, Georgia, for \$35,000. Pickup should occur within the next few weeks.

### 14. Member City Updates

Board Member Shepherd stated that Clearfield Station Phase 1 is complete, and Phase 2 will soon start. Clearfield City will hold "Cops and Cars" at Fisher Park from 10 am to 2 pm in the coming weeks.

Board Member Vincent stated that West Point City is reviewing and redoing the West Point City General Plan and the residential survey and sewer plan for the unincorporated project. Holiday Oil recently opened, and they have been busy.

Board Member Smalling stated that due to space constraints, Sunset City will have a laser show instead of traditional fireworks.

Chief Becraft provided the board with an update on the construction of Station 42.

Chair N. Peterson stated that in July, the NDFD Board of Trustees will be given a tour of Station 42 and the construction site. The regular board meeting may be relocated and held at Clearfield City Hall immediately following the tour. It was then stated that a videographer will assemble an informational video for NDFD, items to be included are the cities that make up the district, and history.

15. Consideration of Adjourning into a Closed Session Pursuant to §52-4-205 (1)(a), Discussion of the Character, Professional Competence, or Physical or Mental Health of an Individual – Annual Evaluation of Fire Chief Becraft. The meeting is at Station 41, 381 N 3150 W, West Point – Board Chambers. Reconvene at 7:10 PM.

a. Call to order

b. Motion to adjourn into a Closed Session Pursuant to §52-4-205.

Board Member G. Petersen motioned to adjourn into a Closed Session Pursuant to §52-4-205. Board Member Vincent seconded the motion. The motion passed.

c. Motion to adjourn out of Closed Session and Re-enter the Regular Meeting

16. Possible Action from the Closed

17. Motion to Adjourn

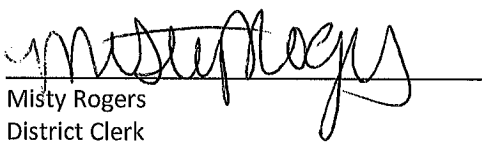
Board Member Vincent motioned to adjourn. Board Member Phipps seconded the motion. The motion passed.

Dated this 27<sup>th</sup> day of July 2023.



  
Nike Peterson,  
Chair of the Board of Trustees

ATTEST:

  
Misty Rogers  
District Clerk