



**NORTH DAVIS FIRE DISTRICT  
BOARD OF TRUSTEES**  
Station 41, 381 North 3150 West  
West Point City, UT 84015  
(801)525-2850 ext. 102

*Tim Roper, Chairman  
Howard Madsen, Vice-Chairman  
Erik Craythorne, Member  
Mark Shepherd, Member  
Jerry Chatterton, Member  
Nike Peterson, Member  
Gary Petersen, Member  
Scott Wiggill, Member  
Chad Bangerter, Member*

*Mark Becraft, Fire Chief  
John Taylor, Deputy Fire Chief*

**NORTH DAVIS FIRE DISTRICT  
BOARD OF TRUSTEE MEETING  
OCTOBER 21, 2021**

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

*If the Work Session is not completed prior to 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 - Chairman Timothy E. Roper, Scott Wiggill, Nike Peterson, Mark Shepherd, Gary Petersen, and Chad Bangerter

Board Members Excused – Vice-Chairman Howard Madsen, Erik Craythorne, and Jerry Chatterton

Staff Present - Fire Chief Mark Becraft, Deputy Fire Chief John Taylor, and Julie Gentry

Visitors – Representative from Hogan Construction, Sean Baron from Blalock and Partners

1. Discussion of the North Davis Fire District, including but not limited to the Capital Improvements Plan (CIP), the Local Building Authority of North Davis Fire District

Chief Becraft mentioned that the bid for construction of the new Clearfield fire station was awarded to Hogan Construction. He then turned the time over to Sean Baron from Blalock and Partners.

2. Station 42 Engineering and Architectural Update

Mr. Baron stated that they really enjoyed doing firehouse projects not just for the project, but also for the people that they work with. He said firefighters in general have a unique viewpoint of the world and a common sense that they don't get with an everyday client. He said they wanted to get shovels in the ground around June of 2022. It would be about a 12-month construction duration and right now they are in between schematic design and design development. Hogan Construction will be attending the meetings beginning next week. A CMBG project is about minimizing risk to the project so if we can get Hogan Construction on board early, we can do cost checking and make sure we are on the right path.

Mr. Baron then presented the Board with a screenshot of the present design for the fire station. He mentioned that they liked to ensure that the architecture of the building was unique to the place where they are designing the project. One concept was to take inspiration from the old Lake Bonneville which formed the Bonneville shoreline. The second concept proposed was related to Hill Air Force Base which is such a part of Clearfield. A lot of design inspiration can be taken from the F35's from form to

material and a sense of movement. He presented the floor plan and indicated the location of the apparatus bay, the kitchen, sleeping area, exercise room, meeting room, etc.

Board Member N. Peterson mentioned that the new library currently being built across the street from Station 42 has a winged design in the roof and she liked the idea of the fire station following the same concept. She also said with Clearfield codes that buildings come in at a two-story height, she liked seeing the additional height on the front of the building even though, due to budget constraints, the fire station would be operating as a single-story model.

Mr. Baron continued by stating that there will be an interior courtyard for the firefighters to use and also secured parking. He said everything was still in the development stage and was excited about the direction they were headed.

Mr. Baron mentioned that he has met with Clearfield City twice for site development and utility coordination. The next step would be coordinating building design.

Board Member G. Petersen asked if there has been any consideration for similar building materials as surrounding buildings. Mr. Baron answered that it would have to feel like it belonged there. He said there's two schools thought of when it came to designing and contents, one is where you match materials so that it looks like the same design team designed it. The other thought is by contrasting, you are actually setting the two apart and showcasing a uniqueness about both structures.

Board Member G. Peterson stated that he liked all of the glass on the building because it brought in a lot of natural light and would match the new library. He also asked if there could be some form of glass put into the large blank wall to bring some light into the area. Board Member Wiggill asked what was inside the area where the large blank wall was. Mr. Baron answered it was the training room and exercise room for now. Board Member N. Petersen stated that she didn't want the public to be able to watch the firefighters exercise, but light could be brought into that room in creative ways.

Chief Becraft pointed out the layout of the living quarters, dorms, and the kitchen which had straight access to the bays, which would cut down on time. He also mentioned that the public area would be separate and the public would not be able to gain access to any other area.

Mr. Baron mentioned again that he loved working on these types of projects and the better they did their job, the better the firefighters would be able to do their job.

Chief Becraft also said that Hogan Construction built Wasatch Elementary School so they know about the water issues and understand how it should be handled.

### 3. Discussion of the Date for the Board of Trustee Planning Meeting

Chief Becraft asked the Board if the annual January planning workshop and meeting could be moved to February. Board Members agreed.

Board Member Shepherd motioned to close the work session. Board Member N. Peterson seconded the motion. The motion passed.

**Board of Trustee Meeting – 6:30 PM / Immediately Following the Work Session**

Board Members Present - Chairman Timothy E. Roper, Scott Wiggill, Nike Peterson, Mark Shepherd, Gary Petersen, and Chad Bangerter

Board Members Excused – Vice-Chairman Howard Madsen, Erik Craythorne, and Jerry Chatterton

Staff Present - Fire Chief Mark Becraft, Deputy Fire Chief John Taylor, and Julie Gentry

Visitors – Captain Curt King

1. Call to Order
2. Invocation or Inspirational Thought – Board Member Bangerter
3. Pledge of Allegiance
4. Citizen Comment
5. Consideration of Approval of Minutes from the September 16, 2021 Board of Trustee Meeting

Board Member Shepherd motioned to approve the minutes from the September 16, 2021 Board of Trustee Meeting. Board Member N. Peterson seconded the motion. The motion passed.

6. Consideration of Approval of the North Davis Fire District Bills for September 2021

Board Member N. Peterson asked about the bill from King & King and wanted to know if we were still retaining their services. Chief Becraft answered that we had some matters that needed to be finished by King & King regarding the bond.

Board Member G. Petersen motioned to approve the North Davis Fire District bills for September 2021. Board Member Bangerter seconded the motion. The motion passed.

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

Chief Becraft mentioned that revenues and expenditures were coming in on budget but the only thing we were watching closely are wages which was currently on budget, however we employees continue to come and go. Most agencies in the surrounding areas all have a difficult time retaining employees.

Board Member N. Peterson motioned to approve the North Davis Fire District Financial Report. Board Member Wiggill seconded the motion. The motion passed

8. Discussion of Current Organizational Structure of the North Davis Fire District Board of Trustees

Chairman Roper said that he wanted to bring this item before the Board to discuss how we were doing with the current structure of the Board or if there were changes that needed to be made. For example, was the Board too big and did we need to go down to two from each city?

Board Member Wiggill stated that the way the board currently sits has worked well. Sometimes there are board members that can't attend, but there are enough people to cover the meetings.

Board Member Bangerter mentioned that obviously the budget can sustain the current structure and hasn't heard anyone opposing the budget being too high because we had too many board members. He's never had a resident come up to him opposing having three representatives from Sunset being on the board but has had residents happy to have good representation to support them. He thought that the way the board is currently structured was working. However, if the Board felt it was necessary to cut back and save some money, having two representatives from each city would work too.

Board Member Shepherd said he thought having nine Board Members was working and it was a normal situation to have one, two or three members missing from a meeting.

Board Member N. Peterson said if there were a fourth city that wanted to join, she didn't think we should have three members from each city but maybe cut down to two members from each city with a non-voting chair.

Board Member G. Petersen agreed with Board Member N. Peterson and said by having this discussion tonight, we have a record acknowledging that we contemplated a change in the event another city wanted to join. He also wanted to know why the Thursday night meetings at six o'clock didn't get the same attendance that we city council meeting might get. He wondered with the Board being as big as it is, if some members thought if they didn't attend there would be a quorum anyway. He said it wouldn't be good to have a smaller Board and not have people attend because then a meeting couldn't be held.

Board Member G. Petersen also stated that the Chair and Vice-Chair had to have two years on the Board before they could even be considered for those positions. If we had a smaller board and an election turnover, we could find ourselves where only one person, or no one, met that qualification. For this reason, there was some validity to having three representatives from each city. He said he still thought a board member should be on the board for two years before holding the Chair or Vice-Chair position because there was so much to learn.

Chairman Roper wanted to know the Board's thoughts on the Chair and Vice-Chair holding those positions for two years because he's been Chairman for almost two years. He mentioned that during those two years there was a lot going on such as the pandemic, the paramedic program, going through a bond process, then building a new station.

Chief Becraft said those two years seem to go really quick and then it changes which could become a difficult thing to manage. Board Member G. Petersen said he understood that having a Chair for two years and then having to change could become difficult because the Chair is learning and so engaged then you have to bring on a new Chair to learn everything. Chief Becraft said it wasn't a bad thing to change the Chair every two years and any Board Member could handle the position, but he said it's nice to have stability in the Chair position.

Board Member N. Peterson said she would support taking the term limit off of the Chair and lengthen it. Board Members discussed whether to retain the two-year limit for the Chair and Vice-Chair positions, or to lengthen that time.

After discussion, Chairman Roper said the Board agreed to lengthen the Chair and Vice-Chair positions to two two-year terms (four years). Board Member N. Peterson reiterated that we do elections every two years, you could be Chairman for up to four years, and there's still a two-year minimum on the Board to be considered for these positions. Board Member G. Peterson stated that it doesn't need to become a four-year term, but two two-year terms if the Board agrees to renominate the same person as Chair.

Chief Becraft said he would schedule this matter for the meeting in November and have attorney Blackburn attend so that any changes could be amended to the Resolution to be passed before the new year.

## 9. Fire Chiefs Report

Chief Becraft reported on the following:

- a. Unfortunately, NDFD did not receive any AFD grants or safer grant.
- b. We are in the process of submitting for our paramedic license through the Bureau of EMS. We have sent in letters from myself, the medical control doctor and the sheriff.
- c. The bond closing went well and it has been funded.
- d. Regarding Covid, three employees tested positive on Monday. Two had received the vaccination and one did not. He sent out a directive and also an incentive similar to Clearfield City's. The directive states that the people that do not receive the vaccination must wear a mask, for their protection.

Board Member G. Peterson wanted to know if the employees that had a valid exemption to receive the vaccination would get the incentive. Chief Becraft answered no they would not and they would have to wear a mask.

Board Member N. Petersen said if an employee had a medical exemption on the advice of their doctor and cannot receive the vaccination, you're discriminating against them because they couldn't get the incentive.

Chief Becraft said it's his job to protect his employees. He's not making anyone get the vaccine, and all he asks is that the people that are not vaccinated wear a mask for their protection.

Board Member Bangerter said we needed to be careful with this matter and maybe seek the advice of an attorney if needed.

- e. Chief Taylor will be retiring and relocating to Florida. We wish him well and will be inviting the Board to a retirement party honoring him for his 26 years of service.
- f. We are calling the temporary location at Freeport Center Station 43 for bookwork and tracking. It's already off and running and doing well. We are looking at moving around March of next year.

- g. Everyone is having problems with employee retention, especially police and fire. We are doing our best to keep up and have a few employees enrolled in paramedic school.

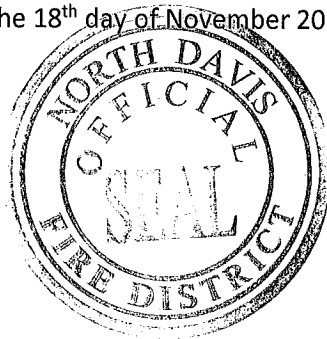
10. Other

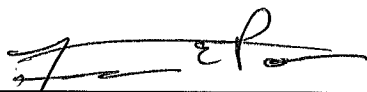
Board Member Bangerter asked what the process was for hiring for Chief Taylor's position. Chief Becraft answered that that position was a very important position and not just anyone could fill it. There may not be anyone in this organization that could fill it but he wasn't really sure whether he would go inside and/or outside to fill the position.

11. Motion to Adjourn

Board Member Shepherd motioned to adjourn. Board Member G. Peterson seconded the motion. The motion passed.

Passed and adopted the 18<sup>th</sup> day of November 2021



  
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Timothy E. Roper, Chairman

ATTEST:

  
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Misty Rogers, District Clerk