



**NORTH DAVIS FIRE DISTRICT
BOARD OF TRUSTEES**

Station 41, 381 North 3150 West
West Point City, UT 84015
(801) 525-2850

*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
April 24, 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 discussed during the scheduled board meeting.

Board Members Present – Chair Nike Peterson, Vice-Chair Scott Wiggill, Brian Vincent, Annette Judd, Mark Shepherd, Nancy Smalling, Vern Phipps, Gary Petersen, and Howard Madsen

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

Visitors – Ryan Child, Mariah Reyes, Curt King, Amber King, Austin Busdicker

1. Presentation and Discussion of the North Davis Fire District Draft Budget for FY2024
 - a. Discussion of Proposed Amendments to the North Davis Fire District Fee Schedule
 - b. Discussion of the Fiscal Year 2024 Draft Budget for North Davis Fire District
 - c. Discussion of the North Davis Fire District *Capital Improvements Projects (CIP) and Reserves*

Deputy Chief Theron Williams discussed the fee schedule changes, mostly formatting and grammatical corrections. The chiefs' recommendation for standby fees is not to charge the cities.

Chief Mark Becraft discussed bids for health insurance coming in much lower than anticipated at 2.7%. Misty Rogers stated that the number of ER visits contributes to that lower rate. Asking for the board's approval to move forward with open enrollment, as the deadline from PEHP has been moved to May 10th.

Ryan Child discussed CIP and Reserves, current funds, and projections (see attachment A). Chief Becraft gave an overview of the Capital Project Expenses line items. Board Member Brian Vincent asked what happened to the old radios once new ones are purchased, and Chief Becraft said that they are no good because of the technology change; the old radios will be given back.

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

Board of Trustee Meeting – 7:00 PM Immediately Following the Work Session

Board Members Present – Chair Nike Peterson, Vice-Chair Scott Wiggill, Brian Vincent, Annette Judd, Nancy Smalling, Mark Shepherd, Vern Phipps, Gary Petersen, and Howard Madsen

Excused – None

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

Visitors – Amber King, Curt King, Austin Busdicker

1. Call to Order
2. Invocation or Inspirational Thought – Board Member Vern Phipps
3. Pledge of Allegiance
4. Citizen Comment – no comment given.
5. Consideration of Approval of Minutes from February 16, 2023, and March 16, 2023, Board of Trustee Meetings

Board Member Peterson motioned to approve the minutes from February 16, 2023, & March 16, 2023, Board Meetings. Board Member Shepherd seconded the motion. The motion passed.

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

Board Member Shepherd motioned to approve the bills for March 2023. Board Member Vincent seconded the motion. The motion passed.

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

Chief Becraft updated the board that property tax revenue collected was at 103%. We received our final settlement and are on target for what is projected. Impact fees and ambulance fees are on target. Employee wages were on target at 82%, but we anticipate an amendment in June.

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

8. Discussion and Consideration of Resolution 2023R-03, Amending Chapter 5 of the North Davis Fire District Policies

Misty Rogers explained that we would like to amend the policy to reference that the fees are indicated within the fee schedule rather than being listed out in the policy.

Board Member Shepherd motioned to approve Resolution 2023R-03, Amending Chapter 5 of the North Davis Fire District Policies. Board Member Madsen seconded the motion. The motion passed.

Roll Call Vote:

Chair N. Peterson (non-voting)
Board Member Vincent – aye

Vice-Chair Wiggill – aye
Board Member Madsen – aye

Board Member Shepherd – aye
Board Member G. Petersen –aye
Board Member Phipps – aye

Board Member Judd – aye
Board Member Smalling – aye

9. Discussion and Consideration of Resolution 2023R- 04, Amending the North Davis Fire District Fee Schedule

a. Public Hearing – No comment given.

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

b. Action

Board Member Judd motioned to approve Resolution 2023R- 04, Amending the North Davis Fire District Fee Schedule. 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 – aye
Board Member Madsen – aye
Board Member Judd – aye
Board Member Smalling – aye

10. Fire Chiefs Report

Chief Mark Becraft showed photos of Station 42’s progress and explained that the current construction phase includes working on the bays. Construction costs are on target budget-wise, and the construction process continues to progress. Vice-Chair Wiggill asked how far behind the construction of Station 42 is with everything that has happened over the past. Chief Becraft said completing Station 42 is on track for Valentine’s Day 2024.

We are moving along on Special Ops 42 (rehab truck), and it will be available for Spring and Summer to use. Chief Becraft stated that it has been recommended to surplus Truck 41 and a reserve ambulance. Looking for a head nod from the board, and it is in the plan to surplus them. The longer the vehicles sit, the less value they will have. Siddons Martin gave a breakdown of the maintenance needed for Truck 42 with a cost of \$21,450. We went through the line items and figured out we could fix \$3,000 worth of items in-house, which brings it down to \$18,450. The board agreed to get started on the maintenance needed.

New legislation requires that government agencies be required to change. We have to change our website to .gov and are currently looking into it. After it is registered, we will work with ETS to change everything (business cards, etc.). Working on figuring out those amounts now.

Deputy Chief Theron Williams shared that we are seeking more mental health services for our crew. We want to take it one step further. The new legislation states that we must provide for families and retirees, and our current company Blomquist is not fully meeting those needs. First Responders First is a company we could use alternatively, and we want to go in this direction. We will present it to the board once we have the numbers.

We are down 5 part-timers and have hired a few with some experience. On May 4th we are doing new hire testing to fill our open full-time spot.

Fire Marshal Updates – Changing the website for the burn permits is working really well. It puts more trust in the citizens, who like the process. They can get online and look at the burn index. Things are busy for the Fire Marshal. New buildings are coming up, and new businesses are coming in.

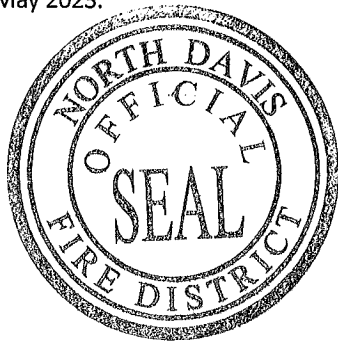
The board gave permission to move forward with open enrollment for insurance benefits.


11. Member City Updates – No updates provided.

12. Motion to Adjourn

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

Dated this 18th day of May 2023.




Nike Peterson, Chair

ATTEST:


Misty Rogers, District Clerk