



CEDAR MOUNTAIN FIRE PROTECTION DISTRICT

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Cedar Mountain Fire Protection District Minutes Feb 13, 2024 Board Meeting

This meeting was held in person.

Board members present:

Chairperson Suzy Polnisch
Vice Chairman John Burrows - via google meets
Treasurer Sheryl Snow - via google meets
District Clerk Zach Hascall
Member Brent Carter

Chairperson Suzy Polnisch called the meeting to order at 6:07 pm.

Prayer - Sheryl Snow
Pledge - Zach Hascall

Public Comments - No members of the Public were present.

Board Member Comments - Sheryl Snow wished everyone a Happy Valentines Day!

Chairperson Comments - none

Swearing in of Fifth Board Member -

Chairperson Suzy Polnisch introduced new board member Brent Carter. She said he is a property owner in Navajo Lake and Zion View and has properties near the District that may be annexed in one day and he is a great resource and that it's great to have him in the District.

District Clerk Zach Hascall read the Oath of Office to Brent Carter and he was sworn in.

Consent Agenda -

John Burrows made a motion to approve the Consent Agenda read by the Chair consisting of February 2024 Agenda, The Minutes of the January 9, 2024 Board Meeting and the expenditures of January 2024.
Sheryl Snow seconded the motion.

All were in favor, none opposed, carried unanimously.

Treasurer's Report - Sheryl Snow

Assets - January 31, 2024

Checking/Savings	
Fire Operations Checking	274,283.12
Snow Removal Checking	201,830.06
Snow Removal Savings	977.09
Dust Checking	1,177.12
Fire Reserve 1	865,629.78
Fire Reserve 2	308,607.52
Snow Reserve	485,328.33

Clerks Report - Zach Hascall

Zach Hascall explained that funds were transferred to Fire, Snow and Dust PTIF accounts due to the high interest rate of earnings. He stated that the Fire PTIF account was expected to generate approximately \$15,000, the Dust funds will stay in PTIF until first invoices come in the spring and produce about \$7,000 and Snow Checking account has enough funds to last until October 2024 so the PTIF should generate about \$20,000 interest. Depending on monthly expenses, funds will be transferred to Fire Checking as necessary on a monthly basis.

Zach said that accounting firms had been changed in the past month and there was also a new billing process that would be more efficient and there were a few minor budget line issues regarding amounts that could be dealt with at the end of the year.

District Manager's Report - Kendalee Cox

Kendalee said that the new accountants Hinton Burdick were up and running and training took place with bill.com and payroll on Friday and they were great to work with and quick in responding and is excited to work with them.

Snow totals were at 91 ¼ inches and 95 ½ inches from the two contractors. She said they are doing a great job.

Dust RFP was listed and sealed bids would be accepted until March 4th and will be opened at the March Board meeting.

She said she has been working on bids for skid steers for district equipment for station snow removal.

She said that there were several events being discussed for 2024 that would be talked about later.

Brent Carter asked about the snow season calendar and the board had a short discussion about the season, reporting and measuring process.

Kendalee presented the possibility of establishing a scholarship with Valley High School regarding the fire service and getting students involved with the department and the board, Chief and Manager members talked about the idea.

Chief's Report - Chief Barnard

Chief said it was fairly slow with not a lot of people coming up recreating. He reported about an early morning structure fire on January 31st and interfacility transports. He introduced Paramedic Melissa Billings as the new department Training Captain. He said that Tyler Hirshfeld was hired as the new Wildland Captain and would begin March 1st with organization of the program which would kick off in May. One staff member was lost due to another job opportunity but two new paramedics had applied to be Reserves. He gave an update on vehicles that were in for repair and some that were ready to go to auction. A training session was held in Swains Creek doing cold water rescue and more training planned in March on propane and electrical emergencies.

Suzy Polnisch asked about radio installations and Chief said they had found an installation person and vehicles would start going in the spring and the cost would be less than originally expected.

Personnel Report - Suzy Polnisch

Regular employment - full time Engine Boss beginning in March, one Reserve began and ended due to work conflict.

Zach Hascall made a motion to ratify the Personnel Report of Feb 13, 2024 .

Sheryl Snow seconded the motion.

All were in favor, none opposed, motion carried unanimously.

Apparatus Report -

Chief Barnard reported that they were sending Support vehicles 78 and 79 to auction. Suzy Polnisch asked about the dead ambulance that was out of service for some time and Deputy Chief Wright said that the engine had been blown and the cost of remounting on a new chassis was almost \$200,000 and Chairperson Polnisch said that they needed to look into how to dispose of the vehicle. The Sheriff's auction

will take place in April and vehicles could be taken down in February. Chief Wright said the number of hours would start being tracked on the Engines to facilitate needed service.

Firefighting/EMS Equipment -

Chief Barnard said that information was being put together on grants for SCBAs, PPE and a vehicle and research for preventive maintenance was being organized for medical equipment.

Wildland -

Chief gave an update on the Wildland program and touched lightly on the aspects regarding personnel and apparatus but said he wasn't prepared to ask for anything at the moment.

Snow Removal -

Zach Hascall said that he asked for the discussion to be added to the meeting to talk about the entire service and the upcoming bids for snow removal. He said he felt there were a combination of reasons for why the District provided snow removal ranging from ISO ratings, responding to emergency calls, open up subdivisions, providing response to a need and being the only special service district locally to be able to provide the service.

Suzy Polnisch said that snow removal started in 2005 and the year prior the water system was installed along with fire hydrants creating a need for the fire department to be able to respond. Having snow removal evolved the district and the public was appreciative for having access as well as maintaining fire rating was important.

Alan Zellhoefer, the District Fire Marshal said it was very important for EMS response.

Zach led a lengthy discussion with the Board Members about the snow removal service. He said there were areas where the service wasn't provided such as Zion View and there were many factors and reasons such as distance, roads, cost and some challenges out of District control. He said he had done public polling regarding the service and what was really wanted and touched on minimum snow depth to plow, vehicle parking on roads, signage, road maintenance and salting the roads. He invited the public to come forward with any comments on the service

John Burrows emphasized that the service is provided for what works for the majority of the public and until there is clamor for change, the service should remain the same as it is currently.

Suzy Polnisch commented to say that some of the roads have issues and parking in the road is dangerous and it is difficult for the Sheriff's Department to respond in a timely manner.

Kendalee Cox raised the issue of snow removal around the dumpster areas and Zach said that the trash district could be responsible for the snow removal and have that part removed from the District snow contracts. After discussion between the Board, it was decided that snow removal from the dumpsters would be taken out of the snow contracts.

Zach said that both snow contractors had approached him and said that shoveling out the fire hydrants was putting a strain on their service and their staff. He said he'd had a brief discussion with Chief Barnard about using fire staff to assist with shoveling out fire hydrants. A discussion followed regarding the number of hydrants, the advantages and disadvantages of the fire department helping, who should be or is responsible for the hydrants and finding a solution before the snow contracts come up for bid.

Zach raised the importance of the district having its own reliable snow removal equipment such as a new skid steer with blower and attachments. Currently the district has a dated 1980s pickup truck with a snow plow that belongs to the Forest Service and walk-behind snow blowers to remove snow from all 3 properties. He said Kendalee had been obtaining quotes on equipment and the Snow funds would be a good use of new equipment and wanted to bring the issues to the Board.

After some discussion, Suzy Polnisch said she would leave the research and recommendations to Zach and Kendalee and Chief.

Zach Hascall said the goal was to get the RFP for snow bids out by the end of the month to give contractors time to obtain equipment by granting snow contracts in April. He said he wanted a separate meeting to read snow bids due to the length of time needed.

Communications Review -

Suzy Polnisch talked about the next version of the annual newsletter and different types whether it be electronic or other and looking for public input.

Chief Barnard listed community events to participate in including the Swains Stop, Shop and Swap, Pancake Breakfast and outreach. He said July 27th looked like a potential date for Pancake Breakfast and talked about how donated funds received could be for extrication equipment or a Burnout Fund etc and how the benefits would outweigh the cost.

The Board members said they supported the ideas.

Other Business -

Zach Hascall listed opening the Dust Bids and Suzy Polnisch said there may be possible IT and communications items in the future.

Brent Carter asked about the mission of the Dust Abatement service and there was a board discussion about how and why the service is provided including reducing dust and improving road conditions and how providing the service over time reduces the amount of product needed.

Closed Session -

Zach Hascall made a motion to go into and out of Closed Session at the will of the Chair to discuss personnel and legal issues.

Brent Carter seconded the motion.

All were in favor, none opposed, motion carried.

Out of Open Session and into Closed Session at 8:17 pm with the Board, Fire Chief and District Manager.

Back into Open Session at 8:48 pm.

Suzy Polnisch said the only follow-ups coming out of Closed Session were that the Chief and District Manager were to continue working on the issues brought up in the session and bring recommendations to the next meeting.

John Burrows made a motion to adjourn the meeting.

Zach Hascall seconded the motion.

Meeting adjourned at 8:48 pm.

Minutes approved by



March 12, 2023

Suzy Polnisch, Chairperson

Signed Minutes on file at 3620 N Mammoth Cr Rd, Duck Creek Village, UT 84762