

Flaming Gorge Fire & EMS District Board Minutes
May 28, 2025, 6:00PM
Manila Fire Station
71 West 1st North, Manila, UT 84046

1. Welcome/Introductions
 - a. Stephanie Rose (Board Chair), Gale Lamb, Bret Reynolds, Steve Forbes, Casey Olsen, Jayden Guymon, JayDee Guymon (virtual), Woody Bair (Virtual)
2. Updates
 - a. Dutch John Fire - JayDee Guymon
 - i. No updates
 - b. Fire Warden - Corey Auger
 - c. Daggett County Emergency Manager - Leonard Isaacson
 - d. General Manager - Steve Forbes
 - i. Fire Operations Report - Jeff Gosar
 1. Jeff has completed most of the purchases he needed for the wildland apparatus certifications.
 2. Jeff has been helping with planned burns and will record hours and equipment utilization for CWS reporting.
 - a. Stephanie suggests we speak with the town regarding well repairs to consider whether the cost of those repairs can be applied to CWS commitment since it is the water source for fire suppression.
 - ii. EMS Operations Report - Casey Olsen
 1. PO issue is worked out with Stryker
 2. Finalized orders with Rocky Mountain Ambulance for the truck. They will invoice for the truck and parts upfront and then invoice for labor when the project is complete.
 - a. If there are extra funds, after truck purchase Casey would like to use them for purchase of high angle rescue equipment.
 3. Casey received notice from Gold Cross Billing regarding the amount Daggett County owes the district from payments received during the period before the District account was officially opened.
 - iii. Administrative Updates
 1. Steve has not been able to post or upload to the Public Notice Website.
 2. Steve suggests we do the "town hall" event on June 27th. Bret offers to help with boards/posters if we have something we would like to print.
 3. Financial reports to the state are not due until the end of June, so we can finalize the reports at the next meeting.
 4. Steve and Stephanie will work on the self evaluation.
 5. Down stairs AC has been fixed.
 - e. Board Member Updates
 - i. Bret
 1. Spoke with States Trust Insurance regarding expected increase in workers comp rates.
 - ii. Woody
 1. No updates
 - iii. Stephanie
 1. No updates
 - iv. Leonard
 - v. Gale
 1. No updates
3. Discussion and consideration of audit/financial reporting
 - a. Stephanie MOTIONS to table, Bret SECONDS. No objections. Motion PASSES unanimously.
4. Discussion and consideration of attorney comments on Sweetwater County MOU
 - a. Woody MOTIONS to approve the agreement with the revisions as discussed, send the

- agreement to Sweetwater County for their approval and sign at that time. Bret SECONDS. No objections. Motion PASSES unanimously.
5. Discussion and consideration of purchasing policy revision regarding approved purchases exceeding credit card limits
 - a. Discussed circumstances around credit card purchasing, particularly instances when purchases need to be made that exceed an individual's credit limit. Consensus is that we should establish terms with vendors whenever possible, allowing us to coordinate pay by check or charge. But instances when a credit card purchase is the only option, then management should coordinate the purchase with either the Board Chair or the Treasurer.
 - b. Stephanie MOTIONS approve the purchasing policy amendment as discussed and revised, Bret SECONDS. No objections. Motion PASSES unanimously.
 - c. Bret requests Steve look into emergency purchasing procedures in the purchasing policy.
 6. Discussion and consideration of quote for the upstairs HVAC unit.
 - a. A quote from JR Brown is \$4,870 to install an HVAC unit for the upstairs area. We will not need another vendor for electrical work because they can use the existing circuitry from a heater unit that is being removed.
 - b. Bret MOTIONS to approve purchase for upstairs HVAC unit as presented. Gale SECONDS. No objections. Motion PASSES unanimously.
 7. Correspondence
 8. Review and approve May 14, 2025 Board Meeting Minutes
 - a. Stephanie MOTIONS to approve, Bret SECONDS. No objections. Motion PASSES unanimously.
 9. Financials
 - a. No financial report
 10. Expenses
 - a. Reviewed transaction summary.
 - b. Discussed PEHP invoices as they went back to last August. Bret requested Steve confirm the invoice is correct before sending payment. Had to move money from our PTIF account to cover this invoice.
 - c. Discussed question of whether a motion is required for movement of money into the capital projects fund. Steve to check with the county to see what they do.
 - d. Bret MOTIONS to approve expenditures as detailed. Stephanie SECONDS. No objections. Motion PASSES unanimously.
 11. Closed session for Discussion of Items permitted by § 52-4-205 of State Code*.
 12. Adjourn

Flaming Gorge Fire and EMS District Board Meeting

Wednesday, May 28 · 6:00 – 7:00pm

Time zone: America/Denver

Google Meet joining info

Video call link: <https://meet.google.com/nry-hmiw-ttg>

Or dial: (US) +1 413-370-4386 PIN: 956 673 791#

More phone numbers: <https://tel.meet/nry-hmiw-ttg?pin=2283908122946>

*pursuant to § 52-4-205 of Utah State Code: Closed Session is for the purpose of discussing the character, professional competence, or physical or mental health of an individual; collective bargaining; litigation, purchase, exchange, or lease of real property