



## CEDAR MOUNTAIN SERVICE DISTRICT

3620 Mammoth Creek Rd

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[www.CedarMountainServiceDistrict.gov](http://www.CedarMountainServiceDistrict.gov)

### Cedar Mountain Service District

### Minutes

**July 3, 2025 Board Meeting**

This meeting was held in person.

#### **Board members present:**

Chairperson Suzy Polnisch - remote

Vice Chair Paula Bell-Saxton - in person

Treasurer Sheryl Snow - remote

District Clerk Zach Hascall - in person

Member Brent Carter - remote

Commissioner Patty Kubeja - remote

#### **Agenda:**

Chairperson Suzy Polnisch called the meeting to order at 7:01 p.m.

Prayer and Pledge - were conducted at the Public Hearing preceding the meeting.

Roll call of Board members was stated by Chairperson Polnisch and Chair duties were then ceded to Clerk Zach Hascall to conduct the meeting in person.

Public Comments - none

#### Board Member Comments -

Chairperson Polnisch acknowledged the Wildland Crews that had been deployed and gave appreciation to the staff for accommodating the scheduling requirements.

Treasurer Sheryl Snow also expressed appreciation for the Wildland Crews, some of whom were deployed at the Forsyth Fire, not far from her home.

#### **Consent Agenda**

Suzy Polnisch made a motion to approve the Consent Agenda consisting of: the July 3, 2025 Agenda; June 7, 2025 Minutes of Fire Fees Public Hearing; the June 7, 2025 Minutes of Dust Fees Public Hearing; and the expenditures of June 2025.

Paula Bell-Saxton seconded the motion.

All were in favor, none opposed, motion carried.

## Meeting Agenda

### **Commissioner Comments -**

Commissioner Kubeja repeated the thanks given to Wildland firefighters as well as appreciation to the CMSD Board. She said that Kane County EMS responders had been banned from responding in Arizona which included transports into/out of Page and Flagstaff by Big Water Fire as they have in the past. There was currently no timeline for resolution of the issue.

### **Treasurer's Report - Treasurer Sheryl Snow**

Assets -

June 30, 2025

#### Checking/Savings

Fire Operations Checking	\$90,155.47
Snow Removal Checking	\$3,145.66
Dust Checking	\$101,109.77
Fire PTIF 8810	\$873,845.48
Dust PTIF 8811	\$26,956.78
<u>Snow PTIF 8812</u>	<u>\$527,335.15</u>
Total all accounts	\$1,622,548.31

All accounts were in order.

### **Clerk's Report - Zach Hascall**

Expenditures and payroll were increased as expected. Processes were in place and being followed to manage expenses. Grant funding resulted in many large purchases such as the new ambulance and associated equipment totalling an estimated \$200k. This will support the District with EMS and Wildland income.

The Dust fund will have approximately \$20-30k remaining after the final payments and how to use these funds will be discussed in the August Board meeting.

Snow contractor payments were complete and approximately \$530k remains in the Snow fund. \$350k will remain after October - December 2025 payments. Reaching \$500k reserve in the Snow fund is ideal and covers the cost of heavy snowfall increase from the 9' to 32' levels for one year and allows for time to adjust fees if needed.

Board Member Brent Carter initiated a discussion with the Clerk about the possibility of using Snow funds to perform road repairs due to the effects of snow removal. The process of removing snow from around hydrants was discussed and is still the

responsibility of the Snow contractors in the Winter and the Fire staff has not been involved.

**District Manager's Report - Admin Asst Liz Johnson**

Updates included the introduction of new Admin Assistant Becky Helms who joined the District on June 24th, Wildland deployments, purchase and delivery of the new ambulance, Dust service nearing completion on July 10th and upcoming July events that included a parade in Duck Creek Village July 5th and the District Pancake Breakfast and Safety Fair on Jul 26, 2025 at Fire Station 1.

Zach Hascall added that the income expected from the Wildland deployments was estimated at approximately \$200k gross income.

**Fire Chief's Report - Captain Melissa Billings**

Call volume has reached  $\frac{1}{3}$  of its annual volume. There were 4 interfacility calls for the month. The District is awaiting details of the amount of awards for the 2026 EMS grant. Upon arrival the new ambulance is scheduled for its state safety inspection on July 15th. The District is still in the process of completing transport license renewal. Updates given on Fire Operations, Wildland and the equipment to be installed with the arrival of the new ambulance.

Zach Hascall added that unless both Wildland crews were deployed, there would be one of the crews stationed at home for protection of the District with rotating schedules. This in addition to the regular operations crew who are also trained in Wildland firefighting.

**Personnel Action Report - Chairperson Polnisch**

One change to the report was the addition of Admin assistant Becky Helms.

Suzy Polnisch made a motion to approve the Personnel Action Report dated June 2025.

Paula Bel-Saxton seconded the motion.

All were in favor, none opposed, motion carried.

**Firefighting/EMS Report - Zach Hascall**

The previously approved extrication equipment was due to arrive in August.

**Fire/EMS Fees -**

Zach Hascall summarized the Fire fee cost from previous discussions. The bare minimum to operate the District is \$489/lot. With costs to offset inflation, loss of income to lot joining and adjustments for grants income, the proposed fee range was set at \$475-500/ lot. The Board discussed how the proposed increase did not

take into account building reserves for future vehicle purchases or building maintenance that would need to be addressed in the future. Each Board member was asked by the acting Chair Zach Hascall to share their opinion.

Brent Carter made a motion to set the Fire/EMS fee at \$500.

Suzy Polnisch seconded the motion.

Roll call for vote in favor:

Paula Bell-Saxton - yes

Suzy Polnisch - yes

Brent Carter - yes

Sheryl Snow - yes

Zach Hascall - yes

All in favor, none opposed, motion carried to increase the Fire fee to \$500.

**Dust Fees -**

The current Dust fee is set at \$100 per year and proposed to be raised to \$115-125.

Suzy Polnisch made a motion to set the new Dust fee at \$125.

Sheryl Snow seconded the motion.

Roll call vote in favor:

Paula Bell-Saxton - yes

Suzy Polnisch - yes

Brent Carter - yes

Sheryl Snow - yes

Zach Hascall - yes

All in favor, none opposed, motion carried to increase the Dust fee to \$125.

Suzy Polnisch gave thanks and appreciation to Zach Hascall for compiling all of the data and helping the District be transparent for helping the Public understand the information.

In response Zach Hascall was appreciative and shared feedback he had received from the Public about the lack of attendance in the recent Public Hearing. The feedback was simplified to imply that the Board would make its decision whether or not members of the Public commented. Zach said that could not be further from the truth and emphasized that a lot of thought and analysis went into the process of determining the fee. Many comments may be received but not a lot of constructive criticism is received from the Public and he highly encourages everyone to come to the meetings, reach out to the Board, send emails etc. and the Board welcomes it.

Sheryl Snow also commented that she felt a certain amount of trust had been built up between the current Board and the Public with their efforts to be transparent.

**Surplus Property -**

Discussion was to lower the listing price of two surplus properties that were gifted to the District and have been listed for some time with no progress.

Paula Bell-Saxton said that the current list of the first property was \$61k and recommended a reduction to \$41-48k. The second parcel was currently \$46.5k and recommended a reduction to \$30-37k. Discussion included fair market value versus the limited use of the properties and added cost of water installation.

Suzy Polnisch made a motion to relist the properties of 550 N Grassy Trail at \$42.5k and 540 N Grassy Trail at \$30k.

Brent Carter led a short discussion about the previous listing date of expiration and contract agreements with the realtor.

Paula Bell-Saxton seconded the motion.

All were in favor, none opposed, motion carried.

**Zion View Dust and Snow Removal Goals -**

Zach Hascall shared that Zion View Property Owners Association, Greg Winter and Shawn Gustafson in particular, had approached him regarding Dust and Snow services being added to CMSD. This subject had been discussed many times in the past but they were now requesting specific goals to meet. Zach reiterated that "if" these services were to be added to CMSD, the earliest it could happen would be the summer of 2027. The Board members of CMSD had a lengthy discussion with thoughts on parameters, the hurdles and real goals that might be accomplished to bring them to the table. There was a lengthy discussion regarding the conditions of the roads and needs for repair and maintenance and who would be responsible.

The Board concluded that the threshold for Zion View to be considered for services requires them to meet the following parameters: A majority response from property owners contacted by the POA; the majority of respondents must be in favor of the services. If these requirements are met, then the District will assess the costs, funding and details associated with adding the services to the District. Each service of Dust and Snow would be evaluated individually with Dust service being the priority at the moment. These goals are the responsibility of the Zion View POA.

**Other Business -**

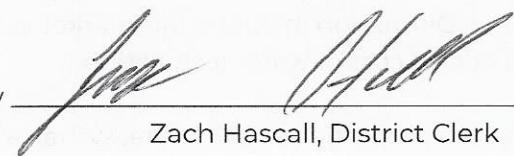
Suzy Polnisch said the next meeting August 7th will include discussion of remaining Dust funds and the possible uses.

**Closed Session - none**

**Adjournment -**

Suzy Polnisch made a motion to adjourn.  
Paula Bell-Saxton seconded the motion.  
Meeting adjourned at 8:36 p.m.

Minutes Approved By



August 7, 2025

Zach Hascall, District Clerk

Signed copy on file at 3620 N Mammoth Creek Road, Duck Creek Village, UT 84762