

Flaming Gorge Fire & EMS District Board Minutes

July 9, 2025, 6:00PM

Manila Fire Station

71 West 1st North, Manila, UT 84046

1. Welcome/Introductions

- a. Stephanie Rose (Chair), Bret Reynolds, Casey Olsen, Steve Forbes, Leonard Isaacson, Woody Bair, Corey Auger, Jeff Gosar

2. Updates

- a. Dutch John Fire - JayDee Guymon
  - i. No updates from Dutch John
- b. Fire Warden - Corey Auger
  - i. Scheduled to be at the county commission meeting on 7/15.
  - ii. Confirmed Steve received a text message regarding information requests from property owners in west Daggett County.
  - iii. FFSL has more information on their website regarding HB48.
  - iv. Corey is currently on a fire in Uinta County and will soon be deploying with a new unit.
- c. Daggett County Emergency Manager - Leonard Isaacson
  - i. Still working on stocking the new trailer for hazardous waste incidents.
- d. General Manager - Steve Forbes
  - i. Fire Operations Report - Jeff Gosar
    - 1. No updates
  - ii. EMS Operations Report - Casey Olsen
    - 1. No updates
  - iii. Administrative Updates
    - 1. CIB Reimbursement
      - a. Submitted claim and received confirmation on Monday that the claim was approved. We have not yet received notice from the vendor that check has been received.
    - 2. Financial survey update
      - a. State Auditor's office responded to our financial report and sent a notice that we are required to submit an AUP in the next 60 days. The auditor requested the audit because of the equipment we obtained for the ambulance.
      - b. Steve has already contacted Mike Miles and started the process with the accounting service to complete the AUP.
    - 3. Sweetwater County MOU
      - a. Signed copy was sent to Alan Adams. Still waiting for a signature from Eric Johnson.
    - 4. SB 215 regarding EMS services selection
      - a. Steve and Bret both sent an e-mail to Eric Johnson requesting counsel on this topic.
    - 5. Steve received a note from the FFSL accounts payable department asking whether we received a check for our grant reimbursement. Steve confirmed that we have not, so they will be reprocessing the payment on their end.
    - 6. PEHP ACH was submitted. July and August invoices will be processed at the same time in August.
    - 7. Evie Stewart has been in contact with questions regarding a building permit request for their property in west Daggett County/east Summit County. Jeff has been tasked with connecting with the Stewarts to come up to speed on the issue.
    - 8. Steve led a command staff meeting with Casey, Jeff and the assistant chiefs to discuss recent fire responses and opportunities to improve standard response procedures.
      - a. Corey inquired about the response to the UTV fire in Marshall

Draw.

- e. Board Member Updates
  - i. Bret
    - 1. There was discussion at the commission meeting about the fire in Marshall Draw, and commissioners thought it was important for emergency response agencies to make sure they know the clearances on the swinging bridge in case we have to use it during a response.
  - ii. Woody
    - 1. No updates
  - iii. Stephanie
    - 1. No updates
  - iv. Leonard
    - 1. No updates
  - v. Gale
    - 1. No updates
- 3. Discussion and consideration of 2025 cost of living wage adjustments
  - a. Steve presents cost of living adjustments that would be in parity with Daggett County's 5% cost of living adjustment, which was made in Jan 2025. Daggett County has not yet considered cost of living adjustments for 2026.
  - b. Monthly increase would be roughly \$530/month for total payroll.
  - c. **Woody MOTIONS to approve 5% cost of living adjustment to take effect 7/1/25. Bret SECONDS. No objections or further discussion. Motion PASSES unanimously.**
- 4. Correspondence
  - a. Received public notification from Williams Gas Company regarding proposed compressor station in Clay Basin.
  - b. Jeff spoke with Randy Browning regarding past correspondence with the Stewarts, and he is scheduling to meet them at the property with JR Brown in the next week.
- 5. Review and approve June 25, 2025 Board Meeting Minutes
  - a. **Stephanie MOTIONS to approve. Bret SECONDS. No objections. Motion PASSES unanimously.**
- 6. Financials
  - a. Reviewed and discussed the budget reconciliation for the first six months of the year.
  - b. Discussed the possible need for engaging with an accounting service to help ensure our budgeting and accounting models are appropriate (i.e. should we continue using cash basis or move to accrual basis?)
  - c. **Stephanie MOTIONS to approve financial reports as presented. Leonard SECONDS. No objections, motion PASSES unanimously.**
- 7. Expenses/Payroll
  - a. Reviewed transaction summary from 6/25 through 7/9.
    - i. Bret asked about a fleet maintenance expense for batteries, which are for the ladder truck, and asked about small purchases, which were for the town hall event in June.
  - b. Payroll summary presented, total is \$14,944.14. Bret will transfer ~\$50,000 to ensure adequate funds are available in Zion's account for the next month.
  - c. **Bret MOTIONS to approve expenses as presented. Leonard SECONDS. No objections. Motion PASSES unanimously.**
- 8. Closed session for Discussion of Items permitted by § 52-4-205 of State Code\*
- 9. Adjourn - 7:22PM

Flaming Gorge Fire and EMS District Board Meeting

Wednesday, July 9 · 6:00 – 7:00pm

Time zone: America/Denver

Google Meet joining info

Video call link: <https://meet.google.com/woj-cunu-ggn>

Or dial: (US) +1 219-243-2704 PIN: 525 416 677#

More phone numbers: <https://tel.meet/woj-cunu-ggn?pin=5609639274861>

\*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